

THE ONE HUNDRED AND
THIRTY-THIRD
ANNUAL REPORT
OF THE
TOWN OF MILLIS, MASSACHUSETTS



FOR THE YEAR ENDING
DECEMBER 31, 2019

MILLIS, MA

INCORPORATED FEBRUARY 24, 1885

MILLIS 2019 ANNUAL TOWN REPORT

FORWARD

The Millis Annual Town Report is published in the first half of the calendar year following that which it chronicles. This year, the entry to 2020 became the Year of Coronavirus pandemic, upending every aspect of routine and normalized society. Our town's urgent response and new way of working delayed the publication of this report.

Sadly, Millis would not be unscathed from the ravages of COVID-19 as local families lost loved ones. So as we adapt to interacting through masks from six feet apart and changing how we conduct our everyday lives, this is a sobering reminder of the cost of something we cannot see but must valiantly fight.

On March 30, 2020, the Select Board executed a State of Emergency Declaration for the Town of Millis, setting an urgent course for actions intended to mitigate public risk. While the rebound journey of 2020 will be updated in the next Annual Town Report, hometown heroics in how our town has responded deserve a special acknowledgement here and now.

Millis Public Schools joined the nationwide shift to remote home learning for what would become the balance of the 2019-2020 academic year. For many local families, this resulted in the untimely return of collegians and the convergence of the student and home workplace. Metaphorically, our teachers urgently revamped instructional course programs while these airplanes were in flight, challenged to engage and inspire solely through a computer monitor. The Class of 2020 gained useful career communications skills, but sacrificed important milestone traditions of prom, theatre productions, team sports and their traditional June Commencement send-off. This in no way diminishes their accomplishments or their idealism for their futures, and we heartily congratulate them all.

Our Dept of Health has stood on the front lines of implementing sound public safety policy with steadiness and common sense, staying on pace with successive CDC and State MPH guidelines in helping our residents and businesses to adapt. Our new Economic Development Committee launched an independent Reopening Task Force which has invigorated new participant business representatives charting their smooth, safe and successful restarts. Every department in Town Hall, the Millis Library and the DPW Garage have kept vital services in operation, with rotating staffing, restrictions on building access and the solution of a drop-off bin for exchange of essential printed materials. The Select Board authorized relaxation of tax payments and late fees.

Delivery of Meals on Wheels for seniors, and a new "Grab and Go" weekly meal program for school students were both sustained. As the community's need for the Millis Food Pantry's support has risen, so too have donations. Distancing for celebrations has ushered in the era of parades by our police and fire departments, with horns and sirens blaring, to the delight of those with birthdays, including a centenarian! Houses have been decorated with hearts in

appreciation for the brave first responders who put themselves and by unavoidable contact, their families, on the front lines of helping to triumph over COVID-19, or as we've come to say, "flatten the curve." There are many more stories of helpfulness, quiet and behind the scenes, but no less impressive and valued.

Our entire town government and its sizable volunteer corps made the move to Zoom. With the moving target of scheduling our Spring Elections, by necessity end-term members of town boards and committees generously extended their service to retain continuity.

Millis has rallied. As we move forward, together, we will be faced with the need to create and embrace change. This is the best time to bring new ideas to the table, to adapt treasured traditions to our new reality, and to take care of one another with compassion and empathy. Thank you for doing your part as the story of 2020 unfolds.

Sincerely yours,

A handwritten signature in black ink, reading "Loring Barnes". The signature is fluid and cursive, with a long horizontal stroke extending from the end of the name.

Loring Barnes Edmonds, Chair 2019 - 2020
Town of Millis Select Board

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**2019
IN MEMORIAM**

Karen D'Angelo
Public Health Nurse
February 23, 2019

~ ~ ~ ~

Dominic A. Zonfrelli, Jr.
Town Treasurer
April 25, 2019

~ ~ ~ ~

Andrew J. Sisto
Cultural Council
July 30, 2019

~ ~ ~ ~ ~

ELECTED TOWN OFFICERS 2019

		Term Expires
Moderator	Erin T. Underhill	2020
Town Clerk	Lisa Jane Hardin	2020
Select Board	Loring Barnes Edmonds	2020
	James J. McCaffrey	2021
	Peter C. Jurmain	2022
School Committee	Denise D. Gibbons	2020
	Kerriann Roche	2020
	Steven G. Catalano	2021
	Robyn Briggs	2021
	Marc S. Conroy	2022
Board of Health	JaiKaur LeBlanc	2020
	Kathleen A. Lannon	2021
	Matthew S. Fuller	2022
Library Trustee	Jennifer Farrar	2020
	Laura Sitta	2021
	Wendy Barry	2022
Planning Board	James F. McKay	2020
	Nicole M. Riley	2021
	George J. Yered, Jr.	2022
	Richard Nichols	2023
	Bohda B.R. Chhetry	2024
Housing Authority	Raymond C. Normandin	2020
	Carol Mancuso-Baker (State Appt.)	2021
	Leslie A. Devaney (tenant rep.)	2022
	Carol B. Mushnick	2024
Constables	Helen R. Kubacki	2020
	Nathan R. Maltinsky	2020

Appointments by the Moderator

Finance Committee	Term Expires
Jim Bullion	2020
Jodie Garzón	2020
Doug Riley	2020
Joyce Boiardi	2022
Peter Berube	2021
Jim Borgman	2022
Peter Jurmain	2019
Shawn Power	2021
Craig Schultze	2022
Katie Tieu	2022

Memorial Day Committee

Listed below are all the members of the Memorial Day Committee involved in the planning of the Ceremonies on Memorial Day, May 28, 2018 in the Town of Millis;

Lawrence J. McCarter, Chairman
Robert Yeager, Secretary
Richard Barrett, Fire Chief
Alan Burch
Manual Goes
Kenneth Mitchell
Mark Slayton
Christopher Soffayer, Police Chief
William Surette

Oak Grove Farm Commission	Term Expires
Rob Elbery	2020
Julio Fontecchio	2021
Susan McAvoy	2021
John McAvoy	2022
Stephen MacInnes	2022

Town Meeting Study Committee

In accordance with Article 26 of the 2017 Millis Fall Town Meeting I hereby appoint to the committee to “study and report on the voting procedures at Town Meetings” as well as the day, date and time of the Town meeting and for such committee to report its findings to the Town meeting as determined by the Moderator. All appointment terms are one year.

James Angelo
Marc Conroy
James McCaffrey
Beth Murphy
Mary Russo
Craig Schultze
Eli Jacobson
Rick Neves
Tammy Coutts

<p style="text-align: center;">SELECT BOARD AND TOWN ADMINISTRATOR APPOINTMENTS</p>
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Agricultural Commission

Diane Hubbard, 2020
Robert Cantoreggi, 2020
Linda Chiaizio, 2020

Animal Inspector

Brenda Hamelin, 2020

Board of Assessors

Robert Cantoreggi, 2020
Lisa Jane Hardin, 2021
Robert Veaner, 2022

Assistant Assessor

Theresa Gonsalves

Cable TV Advisory Committee

Steven Catalano, 2020
Leonard Forman, 2020
James McCaffrey, 2020
Raymond Normandin, 2020
Madeline Yusna, Ex-Officio, 2020

Capital Planning Committee

Jonathan Barry, 2020
John Corcoran, 2020
Peter Jurmain, 2020
James McCaffrey, 2020
Kerri Roche, 2020
Michael Guzinski, 2020

Cemetery Committee

Marsha Collins, 2020
John Doyle, 2020
James McKay, 2020
Cathy MacInnes, 2020
Jeffrey Mushnick, 2020
Charles Vecchi, 2020

Charter Review Committee

Doreen Hayes, UC
Paul Jacobson, UC
Diane Jurmain, UC
Craig Schultze, UC
Nancy Sitta, UC
Christopher Soffayer, UC

Community Preservation Committee

David Baker, at large member 2021
Loring Barnes, 2020 (Select Board)

Wendy Barry, at large member 2021
John Northgraves, at large member 2020
Nathan Maltinsky, Historical Commission Rep 2021
James McCaffrey, Board of Selectmen Rep 2020
James McKay, Planning Board Rep 2021
Raymond Normandin, 2021
Pamela Rheäume-Mustard, Recreation, 2021
Anne Rich, Conservation Commission Rep 2021
Shawn Power, Liaison, Fin Com, 2020

Conservation Commission

Edward Chisholm, 2022
Christine Gavin, 2020
Ram Charan Khalsa, 2020
James Lederer, 2021
Daniel Lee, 2022
Anne Rich, 2022
Carol Hayes, 2021

Council on Aging

William Brown, 2020
Helen Daly, 2021
Herbert Lannon, 2021
Christine McCaffrey, 2020
Elizabeth Derwin, 2023
Maria Neville, 2021
Lisette Walter, 2020
Patricia Kayo – Ex Officio, 2020

Cultural Council

Amy Cohen, 2022
Stephanie Copice, 2021
Laura Doherty, 2020
Patrick Neville, 2020
Melany Ferrimy, 2021
Arlene Lagos, 2021
Carol Melancon, 2022
Barbara Matthews, 2022
Robert Zammarchi, 2023

Drinking Water Committee

Brian DeSouza, 2020
Michael Guzinski, 2020
Kathleen Lannon, 2020
Peter Jurmain, 2020
James McKay, 2020
John McVeigh Ex Officio, 2020
Doug Riley, 2020

Economic Development Committee

James Sabitus, 2020
Beth Murphy, 2020
Mark Spangenberg, 2020
Nicole Riley, 2020
Nate Maltinsky, 2020
Amanda Borgman, 2020
Loring Barnes, 2020

Elementary School Building Committee

John Engler, Ex Officio, UC
Michael Guzinski, UC
Michael Banks, Ex Officio UC
Sean Doherty, Ex Officio UC
Denise Gibbons, UC
Nancy Gustafson, Ex Officio, UC
Diane Jurmain, UC
Wayne Klocko, UC
Richard Nichols, Ex Officio, UC
Jason Phelps, Ex Officio UC
Craig Schultze, UC
Kerri Roche, Ex Officio, UC
Jeanne Thompson, Ex Officio, UC
James McCaffrey, UC

Emergency Management Agency: Director

David Byrne, Resigned
Communications
Robert Yeager, 2019

Energy Committee

Jonathan Barry, 2020
Timothy Farrar, 2020
Craig Gibbons, 2020
Tom O'Connell, 2020
Kathleen Streck, 2020
Chris Jackson, 2020
Peter Jurmain, Liaison, 2020

Michael Guzinski, Ex Officio

Energy Manager

Robert Weiss, 2020

Ethics Commission Liaison

Karen Bouret, 2020

Fence Viewer

Michael Giampietro, 2020
Michael Guzinski, 2020

Finance Director/Town Accountant

Carol Johnston, 2020

Historical Commission

Mitch Bobinski, 2021
Joanne Gannon, 2020
Jacqueline Graci, 2021
Nathan Maltinsky, 2020
Cheryl Pruffer, 2020
Mark Slayton, 2021
Scott Fuzy—Associate, 2021
Charles Vecchi – Associate, 2021
Margaret Wilkes, 2020

Information/Systems & Communications

Richard Harlow, 2020
Jesse McCain, 2020
James McCaffrey, 2020

Insurance Advisory Committee

Christopher Gove, 2020
Timothy Kane, 2020
Wayne Klocko, 2020
David Schofield, 2020
Karen Bouret – Ex Officio, 2020

Local Emergency Planning Committee

Loring Barnes, 2020
Richard Barrett, 2020
David Byrne, Resigned
Emily Dellaglio, 2020
John Engler, 2020
Michael Guzinski, 2020
Sandy LaBarge, 2020

Vincent Howley, 2020
Paul Jacobsen, 2020
Kathleen Lannon, 2020
James McKay, 2020
John McVeigh, 2020
Christopher Soffayer, 2020

**Master Plan Implementation
Committee**

Loring Barnes, 2020
Michael Giampietro, 2020
Michael Guzinski, 2020
Bonnie Hilton, 2020
Craig Schultze, 2020
George Yered, 2020

**Metropolitan Area Planning Council
Representatives (MAPC)**

Michael Guzinski, 2020
Nicole Riley, 2020

MBTA Advisory Board Designee

Michael Guzinski, 2020

**Norfolk County Advisory Board
Designee**

James McCaffrey, 2020

Parking Clerk

Karen Bouret, 2020

Permanent Building Committee

Diane Jurmain, 2021
Wayne Klocko, 2021
James McCaffrey - Ex Officio, 2020
Craig Schultze, 2020
Patrick Sheehan, 2020
John Larkin, 2021
John Wine, Resigned

Planning Board Associate

Joshua Guerrero, 2020

Public Employees Committee

Duane Rice, (Bus Drivers), 2020
Arthur Johnson, (Custodians), 2020
Eric Earl, (DPW), 2020
Charles Bishop, (Fire), 2020
Pattee Lazare, (Food), 2020
Shannon Graham, (Para Prof), 2020

Robert Afienko, (Police), 2020
Jacqueline Anderson, (Retirees), 2020
Deirdre Gilmore, (SEIU), 2020
Maryann Ziemba, (Teachers), 2020

Public Weighers

Kenneth Bianco, 2020
Michael Collins, 2020
Donald Gilleney, 2020
Paul Lapierre, 2020
Jason Lariviere, 2020
Arthur Murphy, 2020
Michael Pukanasis, 2020
Scott Rorrie, 2020
Francis Rossi, 2020
John Tresca, 2020
Robert Tresca, 2020
Steven Tresca, 20

Recreation Committee

Michael Banks, 2020
Steven Cassidy, 2020
Timothy Davis, 2020
Kristen Fogarty – Ex Officio, 2020
Erin LeBlanc, 2020
Sharon Locke, 2020
Pamela Rheaume-Mustard, 2020
Susan Vara, 2020

**Regional Transportation Advisory
Council**

Edward Chisholm, 2020

Registrars of Voters

Marc Conroy, 2020
Lisa Hardin, 2020
Karen Bouret, 2020
Robert Yeager, 2020

Right-To-Know Coordinator

John McVeigh, 2020

Safety Committee

Richard Barrett, 2020
Karen Bouret, 2020
John Engler, 2020
James McKay, 2020
John McVeigh, 2020
Christopher Soffayer, 2020

Kimberly Tolson, 2020
Sandy LaBarge, 2020

Sealer of Weights and Measures

W. James Allshouse, 2020

Sewer Study Committee

Robert Cantoreggi, 2020
Edward Chisholm, 2020
Michael Guzinski, 2020
James McKay, 2020
John McVeigh, 2020
Peter Jurmain, 2020

**Southwest Area Planning Council
(SWAP)**

Michael Guzinski, 2020
Nicole Riley, 2020

Surveyor of Wood & Lumber

Michael Giampietro, 2020

Town Counsel

KP Law, 2020
Mead, Talerman, & Costa, LLC 2020

Treasurer/Collector

Jennifer Scannell, 2020

Tree Warden

Robert Cantoreggi, 2020

Deputy Tree Warden

Richard Vatour, 2020

Veterans Agent

John Moore, 2020

**Website & Communications
Committee**

Loring Barnes, 2020
Kurt Blumenau, 2020
Elias Jacobson, 2020

Zoning Board of Appeals

Wayne Carlson, 2021
Peter Koufopoulos, 2022
William Lawson, 2020
Donald Rivers, 2020
Donald Skendarian, 2020

APPOINTMENTS BY THE BOARD OF HEALTH EXPIRING 2019

Burial Agent	Thomas Caruso
Burial Agent	Lisa Jane Hardin
Burial Agent	Kathleen Smith
Health Agent	Angelo DeLuca
Health Agent	Kathleen Lannon
Health Agent	James McKay
Health Agent	John McVeigh
Health Agent	Robert Mullaney
Health Agent	James White

APPOINTMENTS BY THE TOWN CLERK

Assistant Town Clerk	Kathleen Smith
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**APPOINTMENT BY THE MODERATOR, CHAIRMAN OF THE SCHOOL COMMITTEE AND
CHAIRMAN OF THE SELECT BOARD**

VACANT

REPORT OF THE TOWN CLERK for 2019

This year the Town Clerk's office ran one election and two town meetings. There was low participation at all three events. There was some interest in the Fall warrant article related to banning single-use plastic bags at retail stores in town. The proponents did a great job of promoting the issue and reaching out to the owners of local businesses that would be affected to address their concerns. The people who show up at town meetings are the people who decide how our property tax dollars will be spent. In May, we spent over \$35 million. Many town meetings only get about 3% turnout of registered voters. Please try to attend when you can.

There was little interest in the May Town Election (with a contest for Selectman, but no candidate for Planning Board or Housing Authority) with 829 voters (13%). We always appreciate a contest to encourage issues to be discussed and to get differing views. Please consider participating in your local town government in some capacity. We need you!

	Statistics for 2019	(+/- since 2018)
Population	8,684	(- 123)
Senior citizens (60+)	2,344	(+ 155)
Residents (19-59)	4,765	(- 181)
School age children (6-18)	1,166	(- 31)
Pre-school age children (0-5)	409	(- 66)
Veterans	393	(+ 10)
Registered Voters	6,163	(- 92)
Unenrolled	3,788	(- 40)
Democrat	1,502	(- 18)
Republican	850	(- 33)
Libertarian	23	(- 1)
Births	80	(+ 4)
Marriages	28	(- 3)
Deaths	71	(+ 18)
Licenses issued: Dogs	1,019	(- 13)
Business Licenses	79	(- 3)

Please let us know if you have any suggestions for ways we can improve our town meetings, elections and other services. Also, if you have any old Millis photos or other historic memorabilia, please consider donating them to us. We will keep them safe for future generations to enjoy.

Submitted by your Town Clerk, *Lisa Jane Hardin*

Note: Town of Millis Management Letter and Annual Financial Statements for the Year Ended June 30, 2019 are available in the Office of the Town Clerk.

TOWN ELECTION - May 6, 2019				
CANDIDATES	PRECINCT 1	PRECINCT 2	PRECINCT 3	TOTAL
MODERATOR (1 yr)				
Erin T. Underhill	231	222	238	691
Scattering	2	0	1	3
Blanks	40	51	44	135
SELECTMAN (3 yr)				
Catherine C. MacInnes	106	104	71	281
Peter C. Jurmain	166	167	211	544
Scattering	0	0	0	0
Blanks	1	2	1	4
SCHOOL COMMITTEE (3 yr)				
Marc S. Conroy	227	217	232	676
Scattering	2	0	3	5
Blanks	44	56	48	148
BOARD of HEALTH (3 yr)				
Matthew S. Fuller	224	214	230	668
Scattering	2	0	1	3
Blanks	47	59	52	158
LIBRARY TRUSTEE (3 yr)				
Wendy S. Barry	226	218	229	673
Scattering	1	0	2	3
Blanks	46	55	52	153
PLANNING BOARD (5 yrs)				
Write-in: Bohda B. R. Chhetry	17	41	23	81
Scattering	25	0	22	47
Blanks	231	232	238	701
HOUSING AUTHORITY (5 yrs)				
Write-in: Carol B. Mushnick	10	32	12	54
Scattering	19	0	5	24
Blanks	244	241	266	751
Total Ballots:	273	273	283	829
(13% of 6,145 registered voters)				

SPRING 2019 TOWN MEETING ARTICLE LIST

1. Unpaid Bills
2. FY19 Additional Wages and Expenses
3. SEIU 888, MassCOP, Dispatch Assoc., and AFSCME Council 93 Local 3901
Contract Ratifications
4. FY20 Operating Budget
5. Sewer Enterprise Fund
6. Water Enterprise Fund
7. Stormwater Enterprise Fund
8. Amendments to Personnel Plan
9. Independent Audit
10. Board of Health Appointing Authority
11. Revolving Funds
12. Capital Items
13. DPW Project
14. DPW Temporary Offices
15. Community Preservation Fund
16. Community Preservation Historic Resource Reserve Fund
17. Board of Assessors – FY20 Personal Property Interim Year Inspections
18. New and Previously Approved School Bus Lease
19. Previously Approved Computer Lease
20. Previously Approved Police Cruiser Lease
21. Medicare/Medicaid Reimbursement Services
22. Unemployment Insurance Fund
23. OPEB Funding
24. Stabilization Fund
25. Zoning Bylaw – Municipal Facilities and Uses

TOWN OF MILLIS
SPRING ANNUAL TOWN MEETING
MONDAY, MAY 13, 2019

The Spring Annual Business Meeting of the Town of Millis was held on Monday, May 13, 2019 in the George C. Roy Auditorium of the Millis Middle/ High School and was called to order by the Moderator, Erin Underhill, at 7:39 p.m.

The Town Warrant calling this business meeting was signed on April 8, 2019 by Selectmen James J. McCaffrey, Catherine C. MacInnes, and Loring Barnes and was posted on April 16, 2019 by Helen R. Kubacki, Constable, in accordance with the by-laws of the Town of Millis.

Voting List Inspectors:	Susan Ferzoco	Susanne Locklin
	Anne Baima	Joanne Gannon
	Christine McCaffrey	Carole McColl
	Mary Skilling	

Tellers/Constable appointed and sworn in for the auditorium:

Susan Ferzoco	Joanne Gannon
Anne Baima	Carole McColl
Christine McCaffrey	Bonnie Hilton
Mary Skilling	Scott Fuzy
	Nathan Maltinsky (Constable)

The Moderator asked everyone present to join in pledging allegiance to the Flag. Ms. Underhill then took a few minutes to honor the following people who have recently passed:

Karen D'Angelo passed away on February 23rd. She was the Public Health Nurse for the Town for 18 years. Robert DiCenzo passed away on February 25th. He was a lifelong resident of the town, owner of Bob's Rubbish Removal for over 40 years and co-owner of the Sportsmen's Lounge. Gary Scotland passed away on March 23rd. He was a retired Millis on-call Firefighter. A moment of silence was held to honor them.

The Moderator then commented on the new seats and sound system installed in the auditorium. She also announced that the new Clyde F. Brown Elementary School will be opening in time for the next school year on September 7th, and all are invited to attend the grand opening.

The Moderator continued with opening remarks concerning the twenty-five business articles to be acted upon this evening. Officials elected and appointed to various Boards and Committees, the Town Administrator, and the Superintendent of Schools prepare article requests. These articles are presented to the Finance Committee which hears all the information. The Finance Committee, whose members are appointed by the Moderator, then makes recommendations to the citizens of Millis through the Finance Committee report and at Town Meeting itself. Registered voters of the town who are present in the auditorium tonight will make the final decision on these requested budgets and articles.

Ms. Underhill introduced Town Officials present in the hall who assist in preparing the Warrant: Board of Selectmen James McCaffrey, Loring Barnes, and Peter Jurmain, Town Administrator Michael Guzinski, Town Counsel Katherine Feodoroff, Town Clerk Lisa Jane Hardin and Assistant Town Clerk Kathleen Smith. She then welcomed one of the town’s State Representatives, Shawn Dooley and the town’s State Senator Rebecca Rausch who were both in attendance.

The Moderator continued with a brief description of the process that the Finance Committee goes through to review all articles and budget proposals and then present their recommendations for the Town Meeting to act on. She stated her role as Moderator was to be an independent official who presides over the Town Meeting to ensure a fair, orderly and open consideration of Warrant Articles.

The responsibilities of voters at the Town Meeting include considering articles and taking part in discussion and debate regarding them. A Finance Committee member makes the initial motion, which will be seconded. This person will be recognized to present the rationale for acceptance or defeat of the article under consideration. The Moderator will then open the subject for discussion. All commentary must be directed through the Moderator.

These are some of the issues the town’s Finance Committee, Town Administrator, and Board of Selectmen are trying to resolve on a regular basis. The Finance Committee attempts to balance all concerns of the Town and make appropriate recommendations. However, the final decisions on warrant articles will be made tonight by the registered voters in the hall.

Ms. Underhill introduced Jodi Garzon, Chair of the Millis Finance Committee, for opening remarks. Ms. Garzon introduced the Finance Committee as follows: Peter Berube -Vice Chair, Doug Riley - Clerk, Jim Borgman, Joyce Boiardi, Shawn Power, Craig Schultze and Katie Tieu, members. A motion was made by Jodi Garzon and seconded that the reading of the Warrant and return of service thereof be omitted and it was so voted. Another motion was then made by Jodi Garzon and seconded that the Moderator be granted unanimous consent to omit the reading of the articles and to refer to them by number and subject matter and it was so voted. The business of the Town Meeting then commenced.

ARTICLE 1. To see if the Town will vote to transfer from available funds or by transfer from the Stabilization Fund, a sum of \$2,138.10 to pay the following **unpaid bills** incurred by Town departments from previous fiscal year(s), or take any other action in relation thereto.

Board of Selectmen	\$2,037.77	K/P Law (Kopelman & Paige, Town Counsel)
Town Clerk	\$ 100.33	W.B. Mason (office supplies)
(Submitted by Board of Selectmen)		

VOTED UNANIMOUSLY (4/5ths VOTE REQUIRED) to transfer from Free Cash, the sum of **\$2,138.10** to pay the following **unpaid bills** incurred by Town departments from previous fiscal year(s).

<u>Department</u>	<u>Amount</u>	<u>Vendor</u>
Board of Selectmen	\$2,037.77	K/P Law
Town Clerk	\$100.33	W.B. Mason

ARTICLE 2. To see if the Town will vote to transfer from available funds, or by transfer from the Stabilization Fund, a sum of money for **additional wages or expenses** not sufficiently funded under Article 4, Operating Budget, of the May 14, 2018 Annual Town Meeting, or take any other action in relation thereto. (Submitted by Board of Selectmen)

VOTED UNANIMOUSLY (MAJORITY VOTE REQUIRED) to transfer from the following accounts the sums of money listed below to fund **additional wages and expenses** to the accounts listed below which were not sufficiently funded under Article 4, Operating Budget, of the May 14, 2018 Annual Town Meeting:

VOTE ARTICLE 2					
	<i>FY2019 Deficit</i>	<i>Amount</i>		<i>Funding Source</i>	<i>Amount</i>
Line 2	Public Safety	(\$233,500.00)	Line 1a	Town General Government	\$12,000.00
Line 5	Public Works	(\$39,400.00)	Line 6	Health & Human Services	\$31,500.00
Line 1d	GENERAL INSURANCE	(\$18,500.00)	Line 7	Culture & Recreation	\$12,500.00
			Line 1e	Employee Benefits	\$120,000.00
			Line 8	Debt Service	\$80,436.00
				Free Cash	\$34,964.00
Total Deficits to cover		<u>(\$291,400.00)</u>	Total Deficits to cover		<u>\$291,400.00</u>

ARTICLE 3. To see if the Town will vote to raise and appropriate or transfer from available funds or transfer from the Stabilization Fund a sum of money to **fund the estimated first-year cost items contained in the contracts between the Town of Millis and SEIU Local 888, the Town of Millis and the Massachusetts Coalition of Police Chapter 171, the Town of Millis and the Dispatch Association, and The Town of Millis and AFSCME Council 93 Local 3901**, all to be effective July 1, 2019, or take any other action in relation thereto. (Submitted by Board of Selectmen)

VOTED UNANIMOUSLY (MAJORITY VOTE REQUIRED) to raise and appropriate the sum of **\$85,000** to **fund the estimated first-year cost items contained in the contracts between the Town of Millis and SEIU Local 888, the Town of Millis and the Massachusetts Coalition of Police Chapter 171, the Town of Millis and the Dispatch Association, and The Town of Millis and AFSCME Council 93 Local 3901** all to be effective July 1, 2019

ARTICLE 4. To see if the Town will vote to fix the compensation of elected officers, provide for a reserve fund, and determine what sums of money the Town will raise and appropriate, including appropriations from taxation, by transfer from available funds, and/or the Stabilization Fund to **defray charges and expenses to the Town, including debt and interest, and a reserve fund**, for the fiscal year beginning July 1, 2019, or take any other action in relation thereto. (Submitted by Board of Selectmen)

(SEE proposed Operating Budget for FY20 in pages following these minutes)

VOTED UNANIMOUSLY (MAJORITY VOTE REQUIRED) to fix the compensation of elected officers, provide for a reserve fund, and to raise and appropriate, including appropriations from taxation, and by transfer from available funds, the sum of \$34,709,679 to defray charges and expenses to the Town, including debt and interest, and a reserve fund, for the general fund, for the fiscal year beginning July 1, 2019 as outlined in Table 2 of the Finance Committee Report with the following revenue sources:

Taxation	\$33,782,261
Ambulance Fund	\$ 283,602
Perpetual Care Interest	\$ 332
Sale of Cemetery Lots	\$ 7,000
Cell Tower Revenue	\$ 53,600

And to Authorize the following transfers:

Sewer Fund Indirect Costs to General Fund	\$ 202,778
Water Fund Indirect Costs to General Fund	\$ 247,840
Stormwater Fund Indirect Costs to General Fund	\$ 132,266

ARTICLE 5. To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money to **operate the sewer enterprise fund beginning July 1, 2019**, including a reserve fund, or take any other action in relation thereto. (Submitted by Board of Selectmen)
(SEE Sewer Enterprise Fund report in pages following these minutes)

VOTED UNANIMOUSLY (MAJORITY VOTE REQUIRED) to raise and appropriate from Sewer Department Receipts, the following sums to **operate the sewer enterprise fund beginning July 1, 2019:**

Salaries/Wages	\$ 243,644
<u>Expenses</u>	<u>\$ 1,173,489</u>
Total	\$ 1,417,133

ARTICLE 6. To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money to **operate the water enterprise fund beginning July 1, 2019**, including a reserve fund, or take any other action in relation thereto. (Submitted by Board of Selectmen)
(SEE Water Enterprise Fund report in pages following these minutes)

VOTED UNANIMOUSLY (MAJORITY VOTE REQUIRED) to raise and appropriate from Water Department Receipts, the following sums to **operate the water enterprise fund beginning July 1, 2019:**

Salaries/Wages	\$ 344,535
<u>Expenses</u>	<u>\$ 1,241,479</u>
Total	\$ 1,586,014

ARTICLE 7. To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money to **operate the Stormwater enterprise fund beginning July 1, 2019**, including a reserve fund, or take any other action in relation thereto. (Submitted by Board of Selectmen) **(SEE Stormwater Enterprise Fund report in pages following these minutes)**

VOTED BY MAJORITY (ONE VOTE OPPOSED) (MAJORITY VOTE REQUIRED) to raise and appropriate from Stormwater Department Receipts, the following sums to **operate the stormwater enterprise fund beginning July 1, 2019:**

Salaries/Wages	\$ 168,224
<u>Expenses</u>	<u>\$ 314,957</u>
Total	\$ 483,181

ARTICLE 8. To see if the Town will vote to adopt **amendments to Schedule A-Salary Plan of the Town of Millis Personnel Plan** effective July 1, 2019, as shown in the FY20 Finance Committee Report, or take any other action in relation thereto. (Submitted by Board of Selectmen) **(SEE proposed Personnel Plan in pages following these minutes)**

VOTED UNANIMOUSLY (MAJORITY VOTE REQUIRED) to adopt **amendments to Schedule A-Salary Plan of the Town of Millis Personnel Plan** effective July 1, 2019, as shown in the FY20 Finance Committee Report.

ARTICLE 9. To see if the Town will vote to raise and appropriate or transfer from available funds, a sum of money for **an independent audit** of all accounts of all departments of the Town, or take any other action in relation thereto. (Submitted by Board of Selectmen)

VOTED UNANIMOUSLY (MAJORITY VOTE REQUIRED) to transfer from Free Cash the sum of **\$36,000** for **an independent audit** of all accounts of all departments of the Town.

ARTICLE 10. To see if the Town will vote in accordance with M.G.L., Chapter 41, section 4A, and Chapter 268A, to **authorize the Board of Health to appoint any of its members to another town office or position for which it has appointing authority**, for the term provided by law, if any, otherwise for a term not exceeding one year, and fix the salary of such appointee, notwithstanding the provision of M.G.L. Chapter 41, Section 108, or act in any manner in relation thereto. (Submitted by the Board of Health)

VOTED UNANIMOUSLY (MAJORITY VOTE REQUIRED) in accordance with M.G.L., Chapter 41, section 4A, and Chapter 268A, to **authorize the Board of Health to appoint any of its members to another town office or position for which it has appointing authority**, for the term provided by law, if any, otherwise for a term not exceeding one year, and fix the salary of such appointee, notwithstanding the provision of M.G.L. Chapter 41, Section 108

ARTICLE 11. To see if the Town will vote pursuant to the provisions of M.G.L. Chapter 44, Section 53E½, to establish the following fiscal year spending limit for the Town's established revolving funds for Fiscal year 2020: (Submitted by the Board of Selectmen)

AUTHORIZED REVOLVING FUNDS	FISCAL YEAR EXPENDITURE LIMIT
Oak Grove Farm Maintenance Fund	\$35,000.00
Animal Control Shelter Fund	\$3,000.00
Fire Alarm Fund	\$10,000.00
Historical Commission Fund	\$12,000.00
Ambulance Department Fund	\$20,000.00
Council on Aging Transportation Fund	\$5,000.00
VMC Custodial/Maintenance Fund	\$6,000.00
Food Service Fund	\$4,500.00
Stormwater Management Fund	\$10,000.00
BOH Med. Services/Vaccination Fund	\$8,500.00
BOH Rabies Clinic/Program Fund	\$2,500.00
Continuing Education Fund	\$50,000.00
School Athletic Fields Fund	\$35,000.00
School Extracurricular Fund	\$8,000.00
Library Special Use Fund	\$10,000.00
Recreation Fund	\$60,000.00
Tobacco Control Program	\$1,000.00

VOTED UNANIMOUSLY (MAJORITY VOTE REQUIRED) pursuant to the provisions of M.G.L. Chapter 44, Section 53E½, to establish the fiscal year spending limit for the Town's established revolving funds for Fiscal year 2020:

AUTHORIZED REVOLVING FUNDS	FISCAL YEAR EXPENDITURE LIMIT
Oak Grove Farm Maintenance Fund	\$35,000.00
Animal Control Shelter Fund	\$3,000.00
Fire Alarm Fund	\$10,000.00
Historical Commission Fund	\$12,000.00
Ambulance Department Fund	\$20,000.00
Council on Aging Transportation Fund	\$5,000.00
VMC Custodial/Maintenance Fund	\$6,000.00
Food Service Fund	\$4,500.00
BOH Medical Services/Vaccination Fund	\$8,500.00
BOH Rabies Clinic/Program Fund	\$2,500.00
School Athletic Fields Fund	\$35,000.00
School Extracurricular Fund	\$8,000.00
Library Special Use Fund	\$10,000.00
Recreation Fund	\$200,000.00
Tobacco Control Program	\$1,000.00

ARTICLE 12. To see if the Town will vote to raise and appropriate or transfer from available funds, by transfer from the Stabilization Fund, or by borrowing the sum of **\$329,050.00 to fund the following capital items:**

Department	Capital Item	Amount
Council on Aging	Facilities Audit Sr. Center Feasibility Study	\$ 35,000.00
Council on Aging	Senior Center Facility Improvements	\$ 3,000.00
Board of Selectmen	Facilities Audit Lansing Millis Bldg Feasibility Study	\$ 30,000.00
Board of Selectmen	Veterans Memorial Building Window Shades	\$ 14,000.00
IS/IT Department	IS/IT/MUNIS Upgrades	\$ 30,000.00
Fire	Turnout Gear	\$ 23,680.00
DPW Vehicle	Six Wheel Dump Truck with Sander/Plow	\$ 173,370.00
School	Middle/High School Locker Replacement	\$ 20,000.00
Total		\$ 329,050.00

Or take any other action in relation thereto. (Submitted by the Board of Selectmen)

VOTED UNANIMOUSLY (MAJORITY VOTE REQUIRED) to transfer from Free Cash the sum of \$120,936, transfer from the following articles the sum of \$84,331

Description	Fund	Date Ap- proved	Article	Balance
Reconstruct Acorn St	3917	5/9/2005	27	\$ 18,528
Causeway St Culvert Improvement	3934	11/2/2009	11	\$ 8,947
Flood Proof Dover Pump Station	3941	5/12/2011	19	\$ 48,666
Replace VMB Boiler	3956	11/4/2013	9	\$ 5,235
DPW Vehicles/Equipment	3963	11/2/2015	25	\$ 2,955
Funds Available Projects Complete				\$ 84,331

Transfer from the Water Enterprise Fund the sum of \$86,685 and transfer from the Overlay Reserve Account the sum of \$37,098, for a total sum of **\$329,050.00** to fund the capital items as listed in the warrant.

ARTICLE 13. To see if the Town will vote to appropriate a sum of money for the construction, renovation, and remodeling of the town Department of Public Works' Facility, such project to consist of the construction of office space or the acquisition and installation of a modular or pre-fabricated building for office space, the construction or installation of a mechanics bay and truck wash, and the renovation and remodeling of the existing building for storage and any other DPW purposes, and such project to include all necessary architectural and engineering services, planning, design, sitework, drain-age, landscaping, paving and all other costs incidental or related thereto; to determine whether this appropriation shall be raised by borrowing or otherwise; or to take any other action relative thereto.
(Submitted by the Board of Selectmen)

VOTED BY 2/3rd VOTE (ONE VOTE OPPOSED) (2/3rd VOTE REQUIRED) that \$3,900,000 is appropriated for the construction, renovation, and remodeling of the town DPW Facility, such project to consist of the construction of office space or the acquisition and installation of a modular or prefabricated building for office space, the construction or installation of a mechanics bay and truck wash, and the renovation and remodeling of the existing building for storage and any other DPW purposes, and such project to include all necessary architectural and

engineering services, planning, design, site work, drainage, landscaping, paving and all other costs incidental or related thereto; that to meet this appropriation the Treasurer with the approval of the Board of Selectmen is authorized to borrow \$3,900,000 under G.L. c.44, §7(1) or any other enabling authority; that any premium received by the Town upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with G.L. c.44, §20, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount; and that the Board of Selectmen is authorized to take any other action necessary to carry out this project. While the borrowing authorized by this vote will constitute a general obligation of the Town, it is anticipated that annual debt service on the amount or amounts borrowed under this vote shall be paid, in the first instance, in equal parts from the General Fund, the Water Enterprise Fund, and the Sewer Enterprise Fund.

ARTICLE 14. To see if the Town will vote to raise and appropriate **a sum of money for the installation and rental of temporary Department of Public Works’ trailers** and appurtenances related thereto; Or take any other action in relation thereto.
(Submitted by the Board of Selectmen)

VOTED UNANIMOUSLY (MAJORITY VOTE REQUIRED) to dismiss Article 14.

ARTICLE 15. To see if the Town will vote to raise and appropriate a sum of money or reserve a sum of money from the **Community Preservation Fund**, for the Historic Resources Reserve, the Community Housing Reserve, the Open Space Reserve, or the Budgeted Reserve from annual revenues in the amounts recommended by the Community Preservation Committee for administrative expenses, community preservation projects and/or other expenses in fiscal year 2020, with each item to be considered a separate appropriation or act in any manner in relation thereto.
(Submitted by the Community Preservation Committee)

Appropriations:

From 2020 estimated revenues for Committee Administrative Expenses	\$9,165.00
(To be divided equally: \$4,582.50 CPC Salary Account: \$4,582.50 CPC Expenses)	
From Undesignated Fund Balance for Long Term Debt- Principal	\$25,000.00
From Undesignated Fund Balance for Long Term Debt- Interest	\$12,200.00

Reserves:

From FY2020 estimated revenues for Historic Resources Reserve	\$18,330.00
From FY2020 estimated revenues for Community Housing Reserve	\$18,330.00
From FY2020 estimated revenues for Open Space Reserve	\$18,330.00
From FY2020 estimated revenues for Budgeted Reserve	\$80,000.00

VOTED UNANIMOUSLY (MAJORITY VOTE REQUIRED) to appropriate and reserve from the **Community Preservation Fund** annual revenues in the amounts recommended by the Community Preservation Committee, for committee administrative expenses, community preservation projects and/or other expenses in fiscal year 2020, with each item to be considered a separate appropriation as follows:

Appropriations:

From 2020 estimated revenues for Committee Administrative Expenses	\$9,165.00
(To be divided equally: \$4,582.50 CPC Salary Account: \$4,582.50 CPC Expenses)	
From Undesignated Fund Balance for Long Term Debt- Principal	\$25,000.00
From Undesignated Fund Balance for Long Term Debt- Interest	\$12,200.00

Reserves:

From FY2020 estimated revenues for Historic Resources Reserve	\$18,330.00
From FY2020 estimated revenues for Community Housing Reserve	\$18,330.00
From FY2020 estimated revenues for Open Space Reserve	\$18,330.00
From FY2020 estimated revenues for Budgeted Reserve	\$80,000.00

ARTICLE 16. To see if the Town will vote to appropriate a sum of money **from the Community Preservation Historic Resource Reserve Fund for the purpose of completing the renovations to the historic Niagara Hall Firehouse Restoration Project Phase IV**, including but not limited to completion of fire alarm system, additional lighting requirements, building materials or supplies, and other work as appropriate, or act in any manner relating thereto.
(Submitted by the Community Preservation Committee)

VOTED UNANIMOUSLY (MAJORITY VOTE REQUIRED) to appropriate the sum of \$20,000 **from the Community Preservation Historic Resource Reserve Fund for the purpose of completing the renovations to the historic Niagara Hall Firehouse Restoration Project Phase IV**, including but not limited to completion of fire alarm system, additional lighting requirements, building materials or supplies, and other work as appropriate

ARTICLE 17. To see if the Town will vote to appropriate and raise by taxation, by transfer from available funds, or by transfer from the stabilization fund, the sum of \$15,560.00 for **Fiscal Year 2020 Personal Property interim year inspections and Real Estate interim year revaluations**, or act in any manner relating thereto. (Submitted by the Board of Assessors)

VOTED UNANIMOUSLY (MAJORITY VOTE REQUIRED) to transfer from Free Cash the sum of **\$15,560.00** for **Fiscal Year 2020 Personal Property interim year inspections and Real Estate interim year revaluations**.

ARTICLE 18. To see if the Town will vote to raise and appropriate or transfer from available funds, or by transfer from the Stabilization fund, or by borrowing under the provisions of M.G.L. Chapter 44 or any other enabling authority, a sum of money for **previously approved lease/purchase(s) for School buses**, or take any other action in relation thereto.
(Submitted by the School Committee)

VOTED UNANIMOUSLY (MAJORITY VOTE REQUIRED) that the Town vote to transfer from Free Cash the sum of \$89,999 for **new and previously approved lease/purchase(s) of School buses and authorize the Chief Procurement Officer to enter into said agreement**.

ARTICLE 19. To see if the Town will vote to raise and appropriate or transfer from available funds, or by transfer from the Stabilization fund, or by borrowing under the provisions of M.G.L.

Chapter 44 or any other enabling authority, a sum of money for **new and previously approved lease/purchase(s) for School computers**, or take any other action in relation thereto.
(Submitted by the School Committee)

VOTED UNANIMOUSLY (2/3rds VOTE REQUIRED) to transfer from Free Cash the sum of **\$69,999** for a **new and previously approved lease/purchase(s) for School computers, and authorize the Chief Procurement Officer to enter into said agreements.**

ARTICLE 20. To see if the Town will vote to raise and appropriate or transfer from available funds, or by transfer from the Stabilization fund, or by borrowing under the provisions of M.G.L. Chapter 44 or any other enabling authority, a sum of money for **previously approved lease/purchase(s) for Police Cruisers**, or take any other action in relation thereto.
(Submitted by the Board of Selectmen)

VOTED UNANIMOUSLY (MAJORITY VOTE REQUIRED) to transfer from Free Cash the sum of \$65,172.96 for **previously approved lease/purchase(s) for Police Cruisers.**

ARTICLE 21. To see if the Town will vote to raise and appropriate or transfer from available funds, or by transfer from the Stabilization fund, or by borrowing under the provisions of M.G.L. Chapter 44 or any other enabling authority, a sum of money for **Medicare/Medicaid Reimbursement Services**, or take any other action in relation thereto.
(Submitted by the School Committee)

VOTED UNANIMOUSLY (MAJORITY VOTE REQUIRED) to transfer from Free Cash the sum of \$5,000 for **Medicare/Medicaid Reimbursement Services.**

ARTICLE 22. To see if the Town will vote to raise and appropriate or transfer from available funds, **a sum of \$150,000.00 for the Unemployment Insurance Fund**, or take any other action in relation thereto. (Submitted by the Board of Selectmen)

VOTED UNANIMOUSLY (MAJORITY VOTE REQUIRED) to transfer from Free Cash the **sum of \$150,000.00 for the Unemployment Insurance Fund.**

ARTICLE 23. To see if the Town will vote to raise and appropriate or transfer from available funds, **a sum of money for the Other Post-Employment Benefits (OPEB) fund**, or take any other action in relation thereto.
(Submitted by Board of Selectmen)

VOTED UNANIMOUSLY (MAJORITY VOTE REQUIRED) to dismiss Article 23 as there are not sufficient funds available.

ARTICLE 24. To see if the Town will vote to raise and appropriate or transfer from available funds, a sum of money for the **Stabilization Fund**, or take any other action in relation thereto.
(Submitted by Board of Selectmen)

VOTED UNANIMOUSLY (MAJORITY VOTE REQUIRED) to dismiss Article 24 as there are not sufficient funds available.

ARTICLE 25. To see if the Town will vote to amend the Zoning Bylaws, as most recently amended, by adding a new section as follows:

Section XXII – Municipal Overlay

Purpose; definitions; special requirements for Municipal Facilities.

A. Purpose.

(1) To provide greater flexibility for municipal uses and structures on a municipally owned property, where existing oversight provides adequate review and safeguards.

(2) To exempt Municipal Facilities from the zoning bylaws in locations specified herein.

B. Applicability& Definitions

(1) This Article applies to Municipal Facilities, defined as public buildings, structures and premises owned or leased by the Town of Millis for any municipal or related use, including any allowable accessory uses; or other uses expressly allowed elsewhere within this By-Law, or M.G.L. Chapter 40A, and which may also include uses such as passive and active recreational areas.

C. Eligible Locations - Municipal Facilities Exempt Overlay District

(1) The Municipal Facilities Exempt Overlay District is herein established as an Overlay District which includes the parcels identified as Assessor's Map 52, Lots 9, 10, 11, 12, 14, 15, 17, and 19 and Assessor's Map 17, Lot 6, also known as 7 Water Street, Millis, Massachusetts.

(2) Municipal facilities and uses in other locations shall not be subject to this Section and shall be subject to applicable zoning bylaws.

D. Use Regulations within the Overlay District

(1) The Millis Zoning Bylaw shall not apply to Municipal Facilities within the overly district which shall be exempt therefrom and allowed by right in the overlay district.

(2) Municipal Facilities within the overlay district shall not be subject to any dimensional requirements in this bylaw.

(3) Municipal Facilities within the overlay district shall not be subject to any special permit, or any other process, permit or limitation of this Bylaw, except site plan review.

E. All uses and structures not contemplated herein shall remain subject to the requirements for the underlying zoning district.

or to take any other action related thereto.

(Submitted by Board of Selectmen)

VOTED UNANIMOUSLY (2/3rds VOTE REQUIRED) that the Town vote to amend the Zoning Bylaws, as most recently amended, by adding a new Section XXII – Municipal Overlay as written in the Warrant.

Motion made by Jodi Garzon, Chair of the Finance Committee, which was seconded, to adjourn the meeting.

VOTED UNANIMOUSLY to adjourn sine die at 9:14 p.m., the business of the Warrant having been completed.

Lisa Jane Hardin

Lisa Jane Hardin
Town Clerk

<i>Department Breakdown</i>	FY15 ACTUAL	FY16 ACTUAL	FY17 ACTUAL	FY18 ACTUAL	FY19 ACTUAL	FY20 TM ADOPTED
GENERAL GOVERNMENT						
SELECTMENTA						
SALARIES	\$238,066.32	\$251,711.70	\$233,816.78	\$237,126.36	\$246,501.20	\$291,080.95
EXPENSES	\$63,531.21	\$53,159.19	\$68,334.52	\$114,796.36	\$94,128.75	\$67,115.00
TOTAL	\$301,597.53	\$304,870.89	\$302,151.30	\$351,922.72	\$340,629.95	\$358,195.95
FINANCE DIR/ACCOUNTANT						
SALARIES	\$198,192.94	\$192,063.26	\$205,293.93	\$212,226.95	\$241,632.04	\$250,001.77
EXPENSES	\$5,199.86	\$5,188.00	\$11,532.78	\$4,936.44	\$6,137.58	\$6,538.00
TOTAL	\$203,392.80	\$197,251.26	\$216,826.71	\$217,163.39	\$247,769.62	\$256,539.77
ASSESSORS						
SALARIES	\$111,562.09	\$116,260.80	\$122,338.69	\$117,420.48	\$123,260.02	\$127,937.90
EXPENSES	\$6,391.33	\$8,083.31	\$5,447.85	\$6,229.04	\$6,600.34	\$7,016.00
TOTAL	\$117,953.42	\$124,344.11	\$127,786.54	\$123,649.52	\$129,860.36	\$134,953.90
TREASURER/COLLECTOR						
SALARIES	\$182,247.31	\$183,309.98	\$186,291.49	\$195,022.42	\$195,097.94	\$208,487.36
EXPENSES	\$25,785.78	\$25,169.95	\$25,569.88	\$22,988.54	\$28,428.62	\$31,075.00
TOTAL	\$208,033.09	\$208,479.93	\$211,861.37	\$218,010.96	\$223,526.56	\$239,562.36
IT ADMINISTRATION						
SALARIES	\$15,472.00	\$15,472.00	\$15,935.88	\$4,898.00	\$4,898.00	\$0.00
EXPENSES	\$108,592.49	\$116,005.21	\$122,350.65	\$114,145.09	\$122,543.60	\$150,837.86
TOTAL	\$124,064.49	\$131,477.21	\$138,286.53	\$119,043.09	\$127,441.60	\$150,837.86
TOWN COUNSEL						
EXPENSES	\$105,916.35	\$121,803.66	\$100,209.34	\$94,655.97	\$95,854.25	\$90,000.00
TOTAL	\$105,916.35	\$121,803.66	\$100,209.34	\$94,655.97	\$95,854.25	\$90,000.00
TOWN CLERK						
SALARIES	\$81,334.56	\$83,448.79	\$86,842.06	\$87,649.42	\$90,170.38	\$90,924.00
EXPENSES	\$4,400.00	\$4,398.75	\$5,574.61	\$3,674.38	\$6,367.89	\$6,850.00
TOTAL	\$85,734.56	\$87,847.54	\$92,416.67	\$91,323.80	\$96,538.27	\$97,774.00

<i>Department Breakdown</i>		FY15	FY16	FY17	FY18	FY19	FY20
		ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	TM ADOPTED
REGISTRARS							
	SALARIES	\$625.00	\$638.00	\$643.76	\$557.00	\$777.62	\$1,226.00
	EXPENSES	\$3,484.43	\$3,585.00	\$3,825.00	\$3,179.40	\$2,963.14	\$3,900.00
	TOTAL	\$4,109.43	\$4,223.00	\$4,468.76	\$3,736.40	\$3,740.76	\$5,126.00
ELECTIONS							
	SALARIES	\$13,016.72	\$9,678.00	\$22,447.08	\$7,816.35	\$11,658.10	\$20,125.00
	EXPENSES	\$8,945.04	\$9,558.00	\$10,629.66	\$6,347.35	\$12,015.83	\$11,980.00
	TOTAL	\$21,961.76	\$19,236.00	\$33,076.74	\$14,163.70	\$23,673.93	\$32,105.00
PLANNING BOARD							
	SALARIES	\$17,330.80	\$18,664.20	\$20,532.82	\$21,166.60	\$21,216.60	\$21,216.60
	EXPENSES	\$4,686.46	\$3,431.05	\$3,704.35	\$5,330.03	\$5,359.80	\$9,425.00
	TOTAL	\$22,017.26	\$22,095.25	\$24,237.17	\$26,496.63	\$26,576.40	\$30,641.60
CONSERVATION							
	SALARIES	\$12,469.20	\$13,720.00	\$15,427.26	\$13,551.40	\$13,300.80	\$16,007.00
	EXPENSES	\$1,694.85	\$3,200.09	\$2,345.74	\$2,856.13	\$2,737.05	\$4,777.00
	TOTAL	\$14,164.05	\$16,920.09	\$17,773.00	\$16,407.53	\$16,037.85	\$20,784.00
ZONING BOARD							
	SALARIES	\$3,084.01	\$4,408.18	\$5,525.38	\$3,606.22	\$4,599.30	\$4,612.00
	EXPENSES	\$872.46	\$2,176.14	\$2,853.40	\$1,705.02	\$1,978.58	\$1,800.00
	TOTAL	\$3,956.47	\$6,584.32	\$8,378.78	\$5,311.24	\$6,577.88	\$6,412.00
TOWN BUILDINGS							
	SALARIES	\$44,846.59	\$45,427.17	\$73,531.07	\$78,031.30	\$95,688.28	\$95,463.00
	EXPENSES	\$198,591.57	\$209,801.97	\$263,263.32	\$220,207.07	\$215,939.63	\$213,944.00
	TOTAL	\$243,438.16	\$255,229.14	\$336,794.39	\$298,238.37	\$311,607.91	\$309,407.00

<i>Department Breakdown</i>	FY15 ACTUAL	FY16 ACTUAL	FY17 ACTUAL	FY18 ACTUAL	FY19 ACTUAL	FY20 TM ADOPTED
FINANCE COMMITTEE						
SALARIES	\$3,597.26	\$3,968.83	\$5,149.71	\$5,354.70	\$6,012.47	\$5,200.00
EXPENSES	\$9,723.61	\$8,809.94	\$7,660.76	\$7,704.66	\$9,165.18	\$16,550.00
TOTAL	\$13,320.87	\$12,778.77	\$12,810.47	\$13,059.36	\$15,177.65	\$21,750.00
RESERVE FUND						
EXPENSES	\$20,850.57	\$74,155.41	\$88,419.97	\$98,260.14	\$4,529.95	\$50,000.00
TOTAL	\$20,850.57	\$74,155.41	\$88,419.97	\$98,260.14	\$4,529.95	\$50,000.00
GENERAL INSURANCE						
EXPENSES	\$318,038.44	\$329,758.81	\$361,356.34	\$402,340.00	\$457,207.00	\$475,000.00
TOTAL	\$318,038.44	\$329,758.81	\$361,356.34	\$402,340.00	\$457,207.00	\$475,000.00
EMPLOYEE BENEFITS						
EXPENSES	\$3,846,936.78	\$4,073,799.17	\$4,353,841.08	\$4,589,849.07	\$4,840,007.89	\$5,141,579.71
TOTAL	\$3,846,936.78	\$4,073,799.17	\$4,353,841.08	\$4,589,849.07	\$4,840,007.89	\$5,141,579.71
LINE 1 - GENERAL GOVT	\$5,655,486.03	\$5,990,854.56	\$6,430,695.16	\$6,683,631.89	\$6,966,757.83	\$7,420,669.15
PUBLIC SAFETY						
POLICE DEPARTMENT						
SALARIES	\$1,568,199.76	\$1,592,195.25	\$1,691,409.11	\$1,721,055.03	\$1,779,960.98	\$1,822,524.43
EXPENSES	\$143,681.40	\$132,963.03	\$121,251.64	\$228,768.85	\$260,203.93	\$242,338.54
TOTAL	\$1,711,881.16	\$1,725,158.28	\$1,812,660.75	\$1,949,823.88	\$2,040,164.91	\$2,064,862.97
FIRE/RESCUE DEPARTMENT						
SALARIES	\$870,794.00	\$893,936.53	\$1,052,733.69	\$1,225,536.80	\$1,464,027.59	\$1,394,228.65
EXPENSES	\$98,949.18	\$105,361.24	\$116,463.21	\$176,363.94	\$176,890.25	\$188,000.00
TOTAL	\$969,743.18	\$999,297.77	\$1,169,196.90	\$1,401,900.74	\$1,640,917.84	\$1,582,228.65

<i>Department Breakdown</i>	FY15 ACTUAL	FY16 ACTUAL	FY17 ACTUAL	FY18 ACTUAL	FY19 ACTUAL	FY20 TM ADOPTED
DISPATCH						
SALARIES	\$216,694.69	\$226,244.34	\$271,133.56	\$258,009.54	\$272,462.59	\$259,763.48
EXPENSES	\$2,952.02	\$6,559.57	\$3,232.74	\$10,333.12	\$8,496.61	\$9,000.00
TOTAL	\$219,646.71	\$232,803.91	\$274,366.30	\$268,342.66	\$280,959.20	\$268,763.48
BUILDING DEPT.						
SALARIES	\$139,141.91	\$174,050.05	\$163,786.40	\$188,544.63	\$197,765.49	\$197,319.50
EXPENSES	\$6,949.92	\$7,345.01	\$8,352.27	\$7,843.81	\$8,547.83	\$8,775.00
TOTAL	\$146,091.83	\$181,395.06	\$172,138.67	\$196,388.44	\$206,313.32	\$206,094.50
SEALER W&M						
SALARIES	\$3,387.00	\$3,000.00	\$3,090.00	\$3,183.00	\$3,183.00	\$3,183.00
EXPENSES	\$14.03	\$178.38	\$305.34	\$148.89	\$245.43	\$150.00
TOTAL	\$3,401.03	\$3,178.38	\$3,395.34	\$3,331.89	\$3,428.43	\$3,333.00
EMERG MGMT COMM						
SALARIES	\$694.00	\$694.00	\$715.00	\$737.00	\$737.00	\$759.00
EXPENSES	\$779.49	\$1,127.94	\$1,419.80	\$1,050.36	\$272.00	\$1,667.00
TOTAL	\$1,473.49	\$1,821.94	\$2,134.80	\$1,787.36	\$1,009.00	\$2,426.00
ANIMAL CONTROL						
SALARIES	\$68,867.33	\$72,720.16	\$76,516.18	\$77,195.16	\$78,818.89	\$78,615.20
EXPENSES	\$13,417.67	\$11,625.62	\$24,807.62	\$8,309.69	\$13,703.19	\$11,300.00
TOTAL	\$82,285.00	\$84,345.78	\$101,323.80	\$85,504.85	\$92,522.08	\$89,915.20
LINE 2 - PUBLIC SAFETY	\$3,134,522.40	\$3,228,001.12	\$3,535,216.56	\$3,907,073.82	\$4,265,314.78	\$4,217,623.80

<i>Department Breakdown</i>	FY15 ACTUAL	FY16 ACTUAL	FY17 ACTUAL	FY18 ACTUAL	FY19 ACTUAL	FY20 TM ADOPTED
EDUCATION						
MILLIS SCHOOLS						
SALARIES	\$11,055,818.73	\$11,203,453.71	\$11,839,084.55	\$12,506,356.90	\$12,847,560.87	\$13,061,307.40
EXPENSES	\$1,955,211.40	\$2,446,240.88	\$2,361,419.60	\$2,084,859.70	\$2,040,542.91	\$2,795,356.98
TOTAL	\$13,011,030.13	\$13,649,694.59	\$14,200,504.15	\$14,591,216.60	\$14,888,103.78	\$15,856,664.38
LINE 3 - MILLIS SCHOOLS	\$13,011,030.13	\$13,649,694.59	\$14,200,504.15	\$14,591,216.60	\$14,888,103.78	\$15,856,664.38
TRICOUNTY SCHOOL						
EXPENSES	\$340,399.00	\$354,847.00	\$347,430.00	\$445,572.00	\$615,597.00	\$807,957.00
TOTAL	\$340,399.00	\$354,847.00	\$347,430.00	\$445,572.00	\$615,597.00	\$807,957.00
LINE 4 - TRI-COUNTY	\$340,399.00	\$354,847.00	\$347,430.00	\$445,572.00	\$615,597.00	\$807,957.00
PUBLIC WORKS						
DPW HIGHWAY						
SALARIES	\$272,386.22	\$281,603.44	\$280,239.27	\$307,880.53	\$230,128.49	\$239,358.95
EXPENSES	\$336,844.32	\$319,716.19	\$325,054.14	\$334,544.97	\$412,623.16	\$415,695.00
TOTAL	\$609,230.54	\$601,319.63	\$605,293.41	\$642,425.50	\$642,751.65	\$655,053.95
STREET LIGHTS						
EXPENSES	\$43,654.19	\$48,141.68	\$47,326.07	\$39,781.24	\$39,969.71	\$40,850.00
TOTAL	\$43,654.19	\$48,141.68	\$47,326.07	\$39,781.24	\$39,969.71	\$40,850.00
TRANSFER STATION						
SALARIES	\$25,183.18	\$26,572.47	\$29,853.10	\$26,600.93	\$27,218.31	\$26,181.37
EXPENSES	\$69,733.08	\$75,121.35	\$70,571.56	\$61,299.96	\$82,307.46	\$75,662.00
TOTAL	\$94,916.26	\$101,693.82	\$100,424.66	\$87,900.89	\$109,525.77	\$101,843.37

<i>Department Breakdown</i>	FY15 ACTUAL	FY16 ACTUAL	FY17 ACTUAL	FY18 ACTUAL	FY19 ACTUAL	FY20 TM ADOPTED
SNOW & ICE						
SALARIES	\$99,374.30	\$39,627.67	\$58,649.13	\$108,769.94	\$80,003.84	\$48,000.00
EXPENSES	\$332,361.44	\$202,533.65	\$271,095.88	\$307,548.56	\$210,053.05	\$170,727.00
TOTAL	\$431,735.74	\$242,161.32	\$329,745.01	\$416,318.50	\$290,056.89	\$218,727.00
LINE 5 PUBLIC WORKS	\$1,179,536.73	\$993,316.45	\$1,082,789.15	\$1,186,426.13	\$1,082,304.02	\$1,016,474.32
HEALTH & HUMAN SERVICES						
BOARD OF HEALTH						
SALARIES	\$103,726.09	\$121,721.35	\$124,838.10	\$116,257.45	\$116,312.49	\$126,610.00
EXPENSES	\$6,447.01	\$5,821.48	\$5,090.09	\$5,796.61	\$4,198.39	\$7,215.00
TOTAL	\$110,173.10	\$127,542.83	\$129,928.19	\$122,054.06	\$120,510.88	\$133,825.00
COUNCIL ON AGING						
SALARIES	\$84,512.16	\$88,657.37	\$86,993.62	\$95,441.26	\$101,328.84	\$113,831.19
EXPENSES	\$8,345.99	\$8,434.00	\$8,434.00	\$8,092.34	\$8,446.99	\$8,434.00
TOTAL	\$92,858.15	\$97,091.37	\$95,427.62	\$103,533.60	\$109,775.83	\$122,265.19
VETERANS						
SALARIES	\$3,764.82	\$4,078.54	\$10,399.92	\$10,712.00	\$10,712.00	\$11,195.00
EXPENSES	\$39,623.16	\$33,932.96	\$29,567.32	\$31,993.35	\$32,992.28	\$38,700.00
TOTAL	\$43,387.98	\$38,011.50	\$39,967.24	\$42,705.35	\$43,704.28	\$49,895.00
LINE 6 HLTH/HUMN SERV	\$246,419.23	\$262,645.70	\$265,323.05	\$268,293.01	\$273,990.99	\$305,985.19

<i>Department Breakdown</i>		FY15	FY16	FY17	FY18	FY19	FY20
CULTURE & RECREATION		ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	TM ADOPTED
MEMORIAL DAY							
	EXPENSES	\$1,828.00	\$1,084.46	\$1,827.00	\$1,686.22	\$1,816.00	\$1,828.00
	TOTAL	\$1,828.00	\$1,084.46	\$1,827.00	\$1,686.22	\$1,816.00	\$1,828.00
LEGION							
	EXPENSES	\$3,935.00	\$3,935.00	\$4,053.00	\$4,053.00	\$4,053.00	\$4,053.00
	TOTAL	\$3,935.00	\$3,935.00	\$4,053.00	\$4,053.00	\$4,053.00	\$4,053.00
LIBRARY							
	SALARIES	\$234,388.58	\$238,143.27	\$239,384.31	\$243,941.00	\$245,651.02	\$269,400.58
	EXPENSES	\$121,349.79	\$139,523.60	\$134,766.66	\$139,321.96	\$139,603.96	\$146,111.00
	TOTAL	\$355,738.37	\$377,666.87	\$374,150.97	\$383,262.96	\$385,254.98	\$415,511.58
RECREATION							
	SALARIES	\$20,202.00	\$27,725.18	\$31,266.62	\$31,267.00	\$31,267.00	\$31,868.00
	EXPENSES	\$0.00	\$9,368.91	\$0.00	\$0.00	\$0.00	\$0.00
	TOTAL	\$20,202.00	\$37,094.09	\$31,266.62	\$31,267.00	\$31,267.00	\$31,868.00
HISTORICAL							
	EXPENSES	\$6,493.00	\$6,234.67	\$6,489.02	\$6,479.73	\$6,487.92	\$6,493.00
	TOTAL	\$6,493.00	\$6,234.67	\$6,489.02	\$6,479.73	\$6,487.92	\$6,493.00
OAK GROVE FARM COMM							
	EXPENSES	\$1,636.00	\$1,636.00	\$1,636.00	\$1,525.49	\$1,629.98	\$5,636.00
	TOTAL	\$1,636.00	\$1,636.00	\$1,636.00	\$1,525.49	\$1,629.98	\$5,636.00
LINE 7 CULTURE & RECREATION		\$389,832.37	\$427,651.09	\$419,422.61	\$428,274.40	\$430,508.88	\$465,389.58

<i>Department Breakdown</i>	FY15 ACTUAL	FY16 ACTUAL	FY17 ACTUAL	FY18 ACTUAL	FY19 ACTUAL	FY20 TM ADOPTED
DEBT SERVICE						
PRINCIPAL	\$824,095.50	\$809,480.50	\$1,349,460.00	\$1,338,024.00	\$1,146,920.00	\$2,192,804.00
INTEREST	\$222,037.34	\$228,165.63	\$193,038.42	\$602,924.81	\$1,014,045.36	\$2,426,111.42
TOTAL	\$1,046,132.84	\$1,037,646.13	\$1,542,498.42	\$1,940,948.81	\$2,160,965.36	\$4,618,915.42
LINE 8 DEBT SERVICE	\$1,046,132.84	\$1,037,646.13	\$1,542,498.42	\$1,940,948.81	\$2,160,965.36	\$4,618,915.42
TOTAL BUDGET	\$25,003,358.73	\$25,944,656.64	\$27,823,879.10	\$29,451,442.66	\$30,683,542.64	\$34,709,678.84
TOTAL BUDGET	\$25,003,358.73	\$25,944,656.64	\$27,823,879.10	\$29,451,442.66	\$30,683,542.64	\$34,709,678.84
DISCRETIONARY	\$19,451,851.67	\$20,148,605.53	\$21,218,753.26	\$22,072,732.78	\$22,609,765.39	\$23,666,226.71
NON-DISCRETIONARY** Includes						
General Insurance, Benefits,						
Tri-County & Debt						
	\$5,551,507.06	\$5,796,051.11	\$6,605,125.84	\$7,378,709.88	\$8,073,777.25	\$11,043,452.13
	\$25,003,358.73	\$25,944,656.64	\$27,823,879.10	\$29,451,442.66	\$30,683,542.64	\$34,709,678.84
Budget Totals					\$31,229,554.52	\$35,112,162.00
Available Revenues					\$31,444,440.86	\$35,112,162.00
					\$214,886.34	\$0.00

Water Enterprise

Water Department Revenue Summary

	FY2015 ACTUAL	FY2016 ACTUAL	FY2017 ACTUAL	FY2018 ACTUAL	FY2019 TM ADOPTED	FY2020 REQUESTS	FY2020 PROPOSED
WATER ENTERPRISE							
<i>Water Fund Revenue</i>							
Penalties/Interest	\$10,153	\$14,567	\$10,642	\$13,219	\$10,500	\$10,500	\$10,500
Usage Charges	\$1	\$3					
Service Fee (Revenue Ser)	\$773,537	\$940,350	\$922,252	\$876,623	\$905,638	\$1,125,314	\$1,125,314
Liens Added	\$66,631	\$53,336	\$50,120	\$43,923	\$50,000	\$50,000	\$50,000
Paine Well	\$281,300	\$322,105	\$329,171	\$355,860	\$300,000	\$300,000	\$300,000
Entrance Fees	\$29,300	\$52,800	\$57,200	\$74,590	\$54,450	\$75,000	\$75,000
Meter On/Off Charge	\$140	\$350	\$1,025	\$812	\$500	\$1,000	\$1,000
Water Cross Connect	\$6,800	\$6,850	\$6,500	\$7,375	\$6,500	\$7,500	\$7,500
Water Drain Layer L	\$660	\$2,900	\$650	\$950	\$700	\$700	\$700
Miscellaneous Final	\$4,408	\$5,940	\$6,120	\$5,265	\$0	\$0	\$0
Miscellaneous Revenue	\$4,529	\$9,950	\$12,730	\$8,128	\$12,000	\$15,000	\$15,000
Bank Account Interest	\$702	\$951	\$1,384	\$1,427	\$750	\$1,000	\$1,000
Capital Assessment							
Water Surplus (Balance Budget)							
Water Surplus							
Total	\$1,178,161	\$1,410,102	\$1,397,794	\$1,388,171	\$1,341,038	\$1,586,014	\$1,586,014

Water Enterprise

Water Department Budget Summary

	FY2015 ACTUAL	FY2016 ACTUAL	FY2017 ACTUAL	FY2018 ACTUAL	FY2019 TM ADOPTED	FY2020 REQUESTS	FY2020 PROPOSED
WATER DIVISION							
<i>Personnel Services</i>							
Salary Department Head		\$39,236	\$40,699	\$42,817	\$48,967	\$51,446	\$51,446
Salaries Clerical	\$28,820	\$29,013	\$29,583	\$29,715	\$26,409	\$30,410	\$30,410
Salaries Clerical Overtime	\$1,804	\$1,168	\$2,918	\$1,996	\$3,000	\$3,000	\$3,000
Wages	\$225,783	\$177,143	\$164,687	\$190,010	\$212,761	\$199,808	\$199,808
DPW License Fee	\$1,305	\$1,305	\$5,770	\$7,665	\$0	\$0	\$0
Wages Overtime	\$37,912	\$33,221	\$34,082	\$45,693	\$24,960	\$40,000	\$40,000
Longevity	\$323	\$2,417	\$1,878	\$1,458	\$2,096	\$2,096	\$2,096
Stipends	\$6,545	\$6,645	\$8,094	\$8,970	\$17,775	\$17,775	\$17,775
Total	\$302,492	\$290,147	\$287,710	\$328,323	\$335,968	\$344,535	\$344,535

Water Enterprise

Water Department Budget Summary Continued

	FY2015 ACTUAL	FY2016 ACTUAL	FY2017 ACTUAL	FY2018 ACTUAL	FY2019 TM ADOPTED	FY2020 REQUESTS	FY2020 PROPOSED
<i>Expenses</i>							
Testing Water	\$10,466	\$8,880	\$9,255	\$9,310	\$14,000	\$14,000	\$14,000
Town Counsel				\$4,500	\$5,000		
Services Engineering	\$20,000	\$10,374	\$30,112	\$15,694	\$30,000	\$30,000	\$30,000
Police Details	\$7,168	\$3,543	\$3,839	\$5,119	\$9,000	\$9,000	\$9,000
Training	\$540	\$1,680	\$4,510	\$470	\$3,000	\$3,000	\$3,000
Inspections	\$0	\$0	\$0	\$0	\$4,000	\$4,000	\$4,000
Equipment Hired	\$52,232	\$37,173	\$20,620	\$28,785	\$33,000	\$33,000	\$33,000
Supplies & Expenses	\$106,623	\$107,763	\$133,281	\$111,717	\$90,622	\$90,622	\$90,622
Propane Gas	\$6,292	\$4,673	\$4,134	\$5,632	\$7,331	\$7,331	\$7,331
Water/Sewer			\$584	\$612	\$0		
Telephone	\$5,312	\$4,613	\$3,960	\$5,036	\$6,462	\$6,462	\$6,462
Electricity	\$91,877	\$95,472	\$93,728	\$106,764	\$106,551	\$106,551	\$106,551
Postage	\$3,706	\$1,867	\$2,367	\$1,948	\$4,450	\$4,450	\$4,450
Clothing	\$2,656	\$2,111	\$2,589	\$2,986	\$3,075	\$3,075	\$3,075
Advertising	\$494	\$1,817	\$1,455	\$557	\$2,000	\$2,000	\$2,000
Membership	\$863	\$963	\$770	\$770	\$1,000	\$1,000	\$1,000
Equipment	\$5,369	\$16,226	\$27,292	\$7,708	\$22,000	\$22,000	\$22,000
Vehicle Supply/Repair	\$4,690	\$3,636	\$3,719	\$9,367	\$12,000	\$12,000	\$12,000
Diesel Fuel	\$15,748	\$5,877	\$5,866	\$5,484	\$5,203	\$5,203	\$5,203
Miscellaneous Expense	\$16,928	\$13,971	\$19,511	\$23,168	\$28,958	\$28,958	\$28,958
Water LTD Principal	\$173,148	\$173,148	\$263,483	\$287,645	\$292,080	\$392,843	\$392,843
Water STD Principal	\$47,800	\$47,033	\$8,500	\$50,000	\$0		
Water LTD Interest	\$69,859	\$63,570	\$85,690	\$91,581	\$83,902	\$186,132	\$186,132
Water STD Interest	\$2,419	\$1,690	\$85	\$13,110	\$0	\$32,013	\$32,013
Transfer to General		\$206,687	\$0		\$241,436	\$247,840	\$247,840
Transfer to Capital	\$250,000				\$14,389		
Total	\$894,189	\$812,770	\$725,350	\$787,962	\$1,019,459	\$1,241,479	\$1,241,479

Water Enterprise

Water Department Articles

	FY2015 ACTUAL	FY2016 ACTUAL	FY2017 ACTUAL	FY2018 ACTUAL	FY2019 TM ADOPTED	FY2020 REQUESTS	FY2020 PROPOSED
<i>Articles</i>							
Reserve Fund							
Unpaid Bills of PRI		\$3,106	\$780				
Water Management Act Consultant							
W/S Scada Software		\$11,273					
DPW Backhoe	\$26,686						
Water System Valve Improvement							
Well Building Improvement		\$9,980					
Hydrant Flushing	\$17,000	\$3,000					
DPW Vehicles & Equipment			\$13,367				
Dean Street Water M			\$14,387				
Pump 3 Well Roof Repair				\$10,707	\$0		
Pump 4 Well Roof Repair				\$9,393	\$0		
WALNUT STREET BOOSTER STATION				\$0	\$10,000		
Total	\$43,686	\$27,359	\$28,534	\$20,100	\$10,000	\$0	\$0
TOTAL BUDGET	\$1,240,367	\$1,130,276	\$1,041,593	\$1,136,386	\$1,365,427	\$1,586,014	\$1,586,014

Sewer Enterprise

Sewer Department Revenue Summary

	FY2015 ACTUAL	FY2016 ACTUAL	FY2017 ACTUAL	FY2018 ACTUAL	FY2019 TM ADOPTED	FY2020 REQUESTS	FY2020 PROPOSED
SEWER ENTERPRISE							
<i>Sewer Fund Revenue</i>							
Penalties/Interest	\$9,595	\$11,676	\$9,488	\$12,780	\$9,500	\$9,500	\$9,500
Service Fee (Revenue Ser)	\$862,793	\$1,100,931	\$1,075,820	\$1,083,633	\$1,085,000	\$1,185,000	\$1,185,000
Liens Added	\$66,502	\$45,484	\$46,611	\$40,489	\$47,000	\$25,000	\$25,000
Entrance Fees	\$36,000	\$73,500	\$140,400	\$81,180	\$0	\$100,000	\$100,000
Sewer Drain Layer L.	\$600	\$4,300	\$550	\$650	\$0	\$1,000	\$1,000
Miscellaneous Revenue			\$1,000	\$0	\$36,090	\$38,333	\$38,333
Bank Account Interest	\$441	\$634	\$1,326	\$1,388	\$1,000	\$1,000	\$1,000
Other Revenue-Interest							
Sewer Betterments			\$263,641	\$234,235	\$200,000	\$57,300	\$57,300
Sewer Surplus							
Transfer From Sp/Re	\$282,997	\$275,788					
Total	\$1,258,928	\$1,512,313	\$1,538,835	\$1,454,354	\$1,378,590	\$1,417,133	\$1,417,133

Sewer Enterprise

Sewer Department Budget Summary

SEWER DIVISION

Personnel Services

	FY2015 ACTUAL	FY2016 ACTUAL	FY2017 ACTUAL	FY2018 ACTUAL	FY2019 TM ADOPTED	FY2020 REQUESTS	FY2020 PROPOSED
Salary Department Head		\$22,968	\$23,824	\$25,064	\$28,664	\$30,115	\$30,115
Salaries Clerical	\$22,601	\$22,771	\$23,377	\$22,398	\$19,655	\$23,667	\$23,667
Salaries Clerical Overtime	\$1,388	\$733	\$1,436	\$1,305	\$1,000	\$1,000	\$1,000
Wages	\$174,266	\$140,791	\$137,118	\$158,982	\$173,042	\$164,148	\$164,148
Wages Overtime	\$12,611	\$12,306	\$11,445	\$12,762	\$15,392	\$15,392	\$15,392
Longevity	\$206	\$1,550	\$1,280	\$832	\$1,252	\$1,252	\$1,252
Stipends	\$6,545	\$6,645	\$7,694	\$8,220	\$8,070	\$8,070	\$8,070
Total	\$217,617	\$207,764	\$206,175	\$229,563	\$247,075	\$243,644	\$243,644

Expenses

Town Counsel				\$0	\$5,000		
Services Engineering	\$0	\$3,025	\$945	\$14,686	\$24,000	\$24,000	\$24,000
Maintenance Contract	\$0	\$0	\$0	\$0	\$12,000	\$12,000	\$12,000
Police Details	\$1,016	\$551	\$0	\$0	\$4,000	\$4,000	\$4,000
Sewer Cleaning	\$490	\$0	\$0	\$0	\$10,175	\$10,175	\$10,175
EQUIPMENT HIRED	\$3,592	\$0	\$0	\$3,000			
Supplies & Expenses	\$55,277	\$23,233	\$31,410	\$36,658	\$24,251	\$24,251	\$24,251
Water/Sewer	\$0	\$0	\$584	\$612			
Telephone	\$2,985	\$3,035	\$2,253	\$2,996	\$3,569	\$3,569	\$3,569
Electricity	\$16,086	\$17,384	\$15,727	\$18,933	\$21,850	\$21,850	\$21,850
Postage	\$121	\$1,867	\$1,873	\$1,948	\$2,000	\$2,000	\$2,000
Clothing	\$2,193	\$1,920	\$2,120	\$2,349	\$3,075	\$3,075	\$3,075
Equipment	\$0	\$0	\$0	\$6,999	\$3,741	\$3,741	\$3,741
Equipment Repairs & Maintenance	\$5,954	\$27,193	\$9,002	\$1,608	\$13,620	\$13,620	\$13,620
Diesel Fuel	\$0	\$0	\$4,028	\$0	\$2,000	\$2,000	\$2,000
CRPCD O&M Costs	\$246,570	\$276,390	\$207,420	\$247,728	\$297,000	\$285,000	\$285,000
CRPCD Assessment	\$104,090	\$190,480	\$250,560	\$228,279	\$251,620	\$240,000	\$240,000
Sewer LTD Principal	\$235,000	\$235,000	\$230,000	\$244,000	\$195,000	\$253,290	\$253,290
Sewer STD Principal	\$16,334	\$66,645	\$12,678	\$12,677	\$61,075		
Sewer LTD Interest	\$67,648	\$59,988	\$64,614	\$158	\$0	\$68,140	\$68,140
Sewer STD Interest	\$163	\$4,229	\$190	\$67,465	\$0		
Miscellaneous Expenses	\$0	\$0	\$0	\$0			
Transfer to Capital	\$100,000	\$0	\$0	\$0			
Transfer to General Fund		\$157,568	\$165,447	\$173,719	\$197,539	\$202,778	\$202,778
Total	\$857,519	\$1,068,509	\$998,851	\$1,063,816	\$1,131,516	\$1,173,489	\$1,173,489

Sewer Enterprise

Sewer Department Articles

Articles

	FY2015 ACTUAL	FY2016 ACTUAL	FY2017 ACTUAL	FY2018 ACTUAL	FY2019 TM ADOPTED	FY2020 REQUESTS	FY2020 PROPOSED
Phase I Sewer Sys I	\$65,603						
Drain/Manhole Repair	\$14,984						
W/S Scada Software	\$0	\$11,272					
I/I Union St/ Curve	\$66,272						
Water St Sewer Pump	\$34,070						
DPW Backhoe	\$26,687						
Unpaid Bills		\$1,350					
Sewer Improvement / O&M PLA		\$21,853	\$440				
Remove I/I		\$3,585	\$96,999	\$24,562			
Sewer Phase IV-B I/I				\$4,941			
DPW Vehicles & Equipment			\$13,367				
Sewer Expansion Study BII			\$20,100				
Total	\$207,617	\$38,060	\$130,906	\$29,503	\$0	\$0	\$0
TOTAL BUDGET	\$1,282,753	\$1,314,332	\$1,335,932	\$1,322,882	\$1,378,591	\$1,417,133	\$1,417,133

Stormwater Enterprise

Stormwater Department Revenue Summary

	FY2015	FY2016	FY2017	FY2018	FY2019	FY2020	FY2020
	ACTUAL	ACTUAL	ACTUAL	ACTUAL	IM ADOPTED	REQUESTS	PROPOSED
STORMWATER							
ENTERPRISE							
STORMWATER							
Fund Revenue							
Penalties/Interest							
Service Fee (Revenue Ser)					\$600,000	\$600,000	\$600,000
Liens Added							
Total					\$600,000	\$600,000	\$600,000

Stormwater Enterprise

Stormwater Department Budget Summary

STORMWATER DIVISION

FY2015 FY2016 FY2017 FY2018 FY2019 FY2020 FY2020
ACTUAL ACTUAL ACTUAL ACTUAL TM ADOPTED REQUESTS PROPOSED

Personnel Services

Salary Department Head					\$21,498	\$22,586	\$22,586
Salaries Clerical					\$7,317	\$7,317	\$7,317
Salaries Clerical Overtime					\$0		
Wages					\$102,370	\$112,321	\$112,321
Wages Overtime					\$0	\$25,000	\$25,000
Longevity					\$864	\$1,000	\$1,000
Stipends					\$0		
Total					\$132,049	\$168,224	\$168,224

Expenses

Town Counsel					\$0		
SERVICES ENGINEERING					\$74,000	\$74,000	\$74,000
POLICE DETAILS					\$3,000	\$3,000	\$3,000
TRAINING					\$4,000	\$4,000	\$4,000
INSPECTIONS					\$23,000	\$23,000	\$23,000
EQUIPMENT HIRED					\$24,080	\$24,080	\$24,080
SUPPLIES & EXPENSES					\$500	\$500	\$500
HEAT & FUEL					\$9,563	\$9,563	\$9,563
POSTAGE					\$2,500	\$2,500	\$2,500
UNIFORM/CLEANING					\$750	\$750	\$750
PUBLIC ED & OUTREACH					\$12,000	\$12,000	\$12,000
VEHICLE SUPPLY/REPAIR					\$25,000	\$25,000	\$25,000
MISCELLANEOUS EXPENSE					\$4,298	\$4,298	\$4,298
TRANSFER TO GENERAL FUND					\$129,272	\$132,266	\$132,266
Capital Outlay Reserve					\$155,989	\$116,819	\$116,819
Total	\$0	\$0	\$0	\$0	\$467,952	\$431,776	\$431,776
TOTAL BUDGET	\$0	\$0	\$0	\$0	\$600,000	\$600,000	\$600,000

MILLIS PERSONNEL PLAN SCHEDULES

FY2020

7/1/19 Effective Date

SCHEDULE A
CLASSIFICATION PLAN
SALARIED-WEEKLY AND STIPENDS
GRADE POSITION

	STEP	1	2	3	4	5	6	7	8	9	10
17	DIRECTOR OF PUBLIC WORKS	\$ 2,127.46	\$ 2,182.01	\$ 2,237.96	\$ 2,295.35	\$ 2,354.20	\$ 2,413.06	\$ 2,473.38	\$ 2,535.22	\$ 2,598.60	\$ 2,663.56
16	VACANT	\$ 1,718.62	\$ 1,756.09	\$ 1,795.54	\$ 1,836.01	\$ 1,877.95	\$ 1,920.40	\$ 1,963.35	\$ 2,006.81	\$ 2,051.76	\$ 2,099.71
15	VACANT	\$ 1,619.73	\$ 1,656.70	\$ 1,693.65	\$ 1,732.11	\$ 1,771.06	\$ 1,811.03	\$ 1,851.97	\$ 1,892.94	\$ 1,935.89	\$ 1,979.83
12	OPERATIONS SUPPORT MANAGER	\$ 1,323.05	\$ 1,353.03	\$ 1,382.49	\$ 1,414.96	\$ 1,445.43	\$ 1,478.39	\$ 1,511.85	\$ 1,546.32	\$ 1,580.27	\$ 1,615.73
11	UNFILLED	\$ 1,224.66	\$ 1,253.63	\$ 1,281.10	\$ 1,310.57	\$ 1,338.54	\$ 1,370.50	\$ 1,399.48	\$ 1,432.94	\$ 1,463.41	\$ 1,497.37
11A*	COA DIRECTOR**	\$ 841.97	\$ 861.88	\$ 880.76	\$ 901.01	\$ 920.26	\$ 942.22	\$ 962.15	\$ 985.16	\$ 1,006.10	\$ 1,029.46
9C*	PLUMBING&GAS INSPECTOR	Stipend of \$6,396/year plus \$40 per inspection									
	WIRING INSPECTOR	Stipend of \$4,931/year plus \$40 per inspection									
8A*	DEP. BUILDING INSPECTOR	Stipend of \$12,792/year plus \$40 per inspection									
	DEP. PLUMBING&GAS INSPECTOR	Stipend of \$11,844/year plus \$40 per inspection									
	DEP. WIRING INSPECTOR	Stipend of \$11,844/year plus \$40 per inspection									
	DEP. WIRING INSPECTOR 2	Stipend of \$3,075/year plus \$40 per inspection									
* = Part time											
	HOURLY GRADE	POSITION									
4	DISPATCHER/PART TIME	1	2	3	4	5	6	7	8	9	10
PUBLIC SAFETY		\$ 18.36	\$ 18.78	\$ 19.23	\$ 19.66	\$ 20.09	\$ 20.56	\$ 21.02	\$ 21.50	\$ 21.99	\$ 22.48
GRADE											
PS9	DEPUTY FIRE CHIEF/EMT*	1	2	3	4	5	6	7	8	9	10
FF STIPEND/YEAR		\$ 31.65	\$ 32.36	\$ 33.10	\$ 33.81	\$ 34.60	\$ 35.36	\$ 36.17	\$ 36.99	\$ 37.82	\$ 38.65
PS8	VACANT	\$ 1,490.00									
FF STIPEND/YEAR		\$ 29.32	\$ 29.97	\$ 30.63	\$ 31.33	\$ 32.03	\$ 32.75	\$ 33.48	\$ 34.24	\$ 35.01	\$ 35.79
PS6	FIRE CAPTAIN/EMT										
FF STIPEND/YEAR		\$ 26.12	\$ 26.71	\$ 27.30	\$ 27.91	\$ 28.53	\$ 29.18	\$ 29.83	\$ 30.51	\$ 31.18	\$ 31.89
PS4	FIRE LIEUTENANT/EMT	\$ 949.00									
FF STIPEND/YEAR		\$ 23.04	\$ 23.55	\$ 24.08	\$ 24.60	\$ 25.19	\$ 25.72	\$ 26.32	\$ 26.89	\$ 27.50	\$ 28.12
PS2	FIREFIGHTER/EMT	\$ 759.00									
FF STIPEND/YEAR		\$ 20.50	\$ 20.97	\$ 21.28	\$ 21.91	\$ 22.40	\$ 22.89	\$ 23.42	\$ 23.93	\$ 24.47	\$ 25.03
PS2	PERM. INTER. POLICE OFFICER	\$ 567.00									
LOCKUP KEEPER		\$ 19.90	\$ 20.34	\$ 20.66	\$ 21.27	\$ 21.75	\$ 22.23	\$ 22.73	\$ 23.24	\$ 23.75	\$ 24.30
EMT STIPEND		\$ 1,119.00									
SCHOOL TRAFFIC SUPERVISORS		\$ 17.94	\$ 18.84	\$ 20.32	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

MILLIS PERSONNEL PLAN SCHEDULES

FY2020

7/1/19 Effective Date

SCHEDULE A
CLASSIFICATION PLAN
SALARIED-WEEKLY AND STIPENDS

GRADE POSITION

APPOINTED SPECIALS

EMERG. MGMT DIR.	\$ 756	PER	YEAR	CLASS A MOTOR VEHICLE OPERATOR	\$ 1,064.82	PER	YEAR
EMERG. MGMT CLERICAL	\$ 756	PER	YEAR	DIR. VETERANS SERVICES	\$ 11,195	PER	YEAR
SEALER WEIGHTS MEASURE	\$ 3,263	PER	YEAR	ELECTION WORKER-CENSUS TAKER	STATE MIN. WAGE	PER	YEAR
PART TIME IT ADMINISTRATOR	\$ 45	PER	YEAR	ON-CALL LIBRARY ASSISTANT	\$ 14.79	ER	HOURL
ASST DATA PROC. MANAGER	\$ 2,449	PER	YEAR	RESERVE POLICE DETAIL RATE	\$ 52.40	PER	HOURL
CERTIFIED WATER OPERATOR I	\$ 1,420	PER	YEAR	LIBRARY ASSISTANT	\$ 26.67	PER	HOURL
CERTIFIED WATER OPERATOR II	\$ 1,725	PER	YEAR	LIBRARY SEASONAL WORKER	STATE MIN. WAGE	PER	YEAR
ZONING BOARD OF APPEAL MEMBER	\$ 162	PER	YEAR	BOARD OF REGISTRARS-CHAIR	\$ 563.42	PER	YEAR
RESPIRE CARE PROGRAM MANAGER	\$ 19.62	PER	HOURL	SNOW CONTRACTOR NIGHTS, WEEKEND	\$ 108.75	PER	YEAR
COA VAN DRIVER	STATE MIN. WAGE	PER	HOURL	SNOW CONTRACTOR 7AM-6PM	\$ 22.59	PER	HOURL
COA DISPATCHER	\$ 13.05	PER	HOURL	SNOW MANAGEMENT STIPEND AFTER 8 STORMS	\$ 33.88	PER	HOURL
PLANNING BOARD MEMBER	\$ 15.23	PER	YEAR	SNOW MANAGEMENT STIPEND AFTER 12 STORMS	\$ 2,307.09	PER	YEAR
	\$ 51.25	PER	YEAR	BOARD OF ASSESSORS MEMBER	\$ 1,153.54	PER	YEAR
				DEPUTY ANIMAL CONTROL WEEKEND COVERAGE	\$ 329.03	PER	YEAR
				DEPUTY ANIMAL CONTROL WEEKNIGHT COVERAGE	\$ 91.37	PER	DAY
					\$ 22.19	PER	NIGHT

Capital Planning Committee Priorities for Fiscal Year 2020

Highest priorities			
Department	Description	Estimated cost	Comment
DPW	International Dump Truck	173,370	On Article 13
General	Facilities audit	115,000	\$30,000 of this item related to the Lansing Mills building is on Article 13.
COA	Senior center feasibility study	35,000	On Article 13
Fire	Turnout gear	23,680	On Article 13
School	Computer Replacement	20,725	On Article 19
School	Computer Replacement	49,175	On Article 19
DPW	DPW Facility	3,900,000	On Article 14
DPW	Infiltration/inflow Investigations & Repairs	200,000	Project to be deferred until broader plan developed
DPW	Stormwater improvements and infrastructure	100,000	Project to be deferred until broader plan developed
	Subtotal	4,616,950	
Next tier of priorities			
COA	Flooring & Paint	3,000	On Article 13
VMB	New window shades	14,000	On Article 13
School	Engineering Study for Roof and for Mechanical system, including but not limited to boilers, control systems, air handlers, hot water, and HVAC at the Middle High School	100,000	Funds not currently available to proceed
DPW	Road Repairs***	500,000	Funds not currently available to proceed – ***Town currently utilizes \$200,000-\$300,000 per year in MGL-Ch. 90 Grant Funds
DPW	Dover Road Sewer Station	220,000	Funds not currently available to proceed
VMB	Keyless entry system	20,120	Funds not currently available to proceed
School	Curriculum & Instructional Materials	30,000	Funds not currently available to proceed
DPW	Dover Road Bridge repair	1,500,000	In discussions with State regarding cost and funding
	Subtotal	2,387,120	
Third tier of priorities			
School	Lockers	20,000	On Article 13.
Town administration	Annual IT upgrades	30,000	On Article 13. Project moving forward as significant additional funding was secured through a grant.
School	Furniture	30,000	Funds not currently available to proceed

School	Wireless Network	40,000	Funds not currently available to proceed
School	Scoreboard	20,000	Funds not currently available to proceed
School	Drinking fountains protection	5,250	Funds not currently available to proceed
	Subtotal	145,250	
Deferred items			
DPW	Volvo Dump Truck	120,000	
DPW	Ford 2600 Farm Tractor	52,000	
DPW	Compressor	11,000	
School	Vehicle Lease	89,999	
School	Vehicle Purchase	58,000	
School	Computer Replacement	6,795	
School	Smart boards	43,200	
School	Cooling Systems	50,000	
DPW	Walnut Hill Booster Station	300,000	
DPW	Stormwater Recharge Structures	40,000	
DPW	Walnut Street Water Tank	1,200,000	
DPW	Water System Master Plan	697,000	
General	Facilities audit	85,000	
	Subtotal	2,642,994	
Total capital items potentially needed for FY 2020		\$9,815,814	

FALL 2019 TOWN MEETING ARTICLE LIST

1. Plastic Bag Reduction Bylaw
2. Unpaid Bills (\$6,074.62)
3. Operational Budget Items
4. Capital Items
5. Police Cruiser Lease
6. OPEB/Actuarial Study
7. Change of Name from "Board of Selectmen" to "Select Board"
8. Zoning Bylaw Amendment: Municipal Facilities Overlay & Zoning Map
9. Zoning Bylaw Amendment: Senior Residential Community Development
Age Qualifications

TOWN OF MILLIS
FALL ANNUAL TOWN MEETING
MONDAY, NOVEMBER 4, 2019

The Fall Annual Business Meeting of the Town of Millis was held on Monday, November 4, 2019 in the George C. Roy Auditorium of the Millis Middle/High School and was called to order by the Moderator, Erin Underhill, at 7:35 p.m.

The Town Warrant calling this business meeting was signed on October 7, 2019 by the Board of Selectmen Loring Barnes, James J. McCaffrey and Peter Jurmain, and was posted on October 15, 2019, by Helen R. Kubacki, Constable, in accordance with the by-laws of the Town of Millis.

Voting List Inspectors:	Susan Ferzoco	Susanne Locklin
	Anne Baima	Joanne Truchon
	Christine McCaffrey	Carole McColl
	Bonnie Hilton	Janet McCarron

Tellers/Constable appointed and sworn in for the auditorium:

Susan Ferzoco	Joanne Gannon
Anne Baima	Joanne Truchon
Christine McCaffrey	Carole McColl
Bonnie Hilton	Janet McCarron
Joanne Gannon	Scott Fuzy
	Nathan Maltinsky (Constable)

Before commencing with the business of the meeting, the Moderator asked everyone present to join in pledging allegiance to the Flag.

The Moderator then made opening remarks concerning the nine business articles to be acted upon this evening. Officials elected and appointed to various Boards and Committees, the Town Administrator, and the Superintendent of Schools prepare article requests. These articles are presented to the Finance Committee which hears all the information. The Finance Committee, whose members are appointed by the Moderator, then makes recommendations to the citizens of Millis through the Finance Committee report and at Town Meeting itself. Town Meeting members present tonight will make the final decision on these budgets and articles.

Ms. Underhill introduced Town Officials present that help to prepare the Warrant: Board of Selectmen: Loring Barnes, James McCaffrey and Peter Jurmain, Town Administrator Michael Guzinski, Town Counsel Jay Talerman, Town Clerk Lisa Jane Hardin and Assistant Town Clerk Kathleen Smith.

The Moderator then gave a brief description of the protocol that the Finance Committee reviews all articles and budget proposals and presents their recommendations for the Town Meeting audience. She also stated her role as Moderator as an independent, elected official who presides over the Town Meeting to insure a fair, orderly and open consideration of Warrant Articles.

The Town Meeting members' responsibilities include considering and debating articles. A Finance Committee member will make the initial motion which will be seconded. This person will be recognized to present the rationale for acceptance or defeat of the article under consideration. The Moderator will then open the subject for discussion. All commentary must be directed through the Moderator.

These are some of the issues your Finance Committee, Town Administrator, and Board of Selectmen are trying to resolve on a regular basis. The Finance Committee attempts to balance all concerns of the Town and make appropriate recommendations. However, the final decisions will be made tonight by Town meeting members.

Ms. Underhill introduced Ms. Jodie Garzon, Chair of the Finance Committee. Ms. Garzon then introduced the other members of the Finance Committee: Peter Berube -Vice Chair, Doug Riley -Clerk, Jim Borgman, Joyce Boiardi, Shawn Power, Craig Schultze and Katie Tieu, members. A motion was made by Jodie Garzon and seconded that the reading of the warrant and return of service thereof be omitted and it was so voted. Another motion was made by Jodie Garzon and seconded that the Moderator be granted unanimous consent to omit the reading of the articles and to refer to them by number and subject matter and it was so voted.

ARTICLE 1. To see if the Town will vote to amend the Town's General Bylaws by adding **Article XXIV PLASTIC BAG REDUCTION BYLAW.**

The Purpose of this Bylaw is to eliminate the usage of thin-film single-use plastic bags by all retail stores in the Town of Millis and to promote the use of reusable bags.

The Town is committed to protecting the environment and the public health, safety and welfare of its citizens. This Bylaw will help reduce the common use of plastic checkout bags and encourage the use of reusable bags by consumers, thereby reducing local land and aquatic pollution, which add to the potential death of marine and other wildlife through ingestion and entanglement; clogging of storm drainage systems; impeding of solid waste reduction; increased litter around Millis streets, parks, public places and local waterways.

Definitions

1. Check out bag - Any bag that is provided at the point of sale to a customer by an establishment for use to transport or carry away purchased items, including but not limited to merchandise, goods and/or food.
2. Enforcing Authority - Millis Board of Health
3. Recyclable Paper Bag - A paper bag that is:
 - a. 100 percent recyclable, including any handles
 - b. contains at least 40% post-consumer recycled paper content; and
 - c. displays the words "recyclable" (or a suitable symbol indicating that the bag is recyclable) and "made from 40% post-consumer recycled content" (or other applicable amount) in a visible manner on the outside of the bag.
4. Retail Establishment - Any retail operation located in the Town which sells goods, food or provides personal services to the public, including restaurants.
5. Reusable checkout bag - A bag with or without handles specifically designed for multiple reuse; and is either made of cloth or machine washable fabric or made of durable, non-toxic plas-

tic generally considered a food-grade material. A Reusable checkout bag may not be constructed of polyethylene or polyvinyl chloride.

6. Thin-film single use plastic bag - typically with plastic handles and a thickness of 2.5 mils or less and are intended for single-use transport of purchased products.

Use Regulation

Single use plastic bags shall not be distributed, used or sold for checkout or other purposes at any Retail Establishment within the Town of Millis on or after July 1, 2020.

If a Retail Establishment provides or sells checkout bags to customers, the bags must be one of the following:

1. Recyclable paper bags, or
2. Reusable checkout bags

Customers are encouraged to bring their own reusable or biodegradable shopping bags to stores. Retail or grocery stores are strongly encouraged to make Reusable checkout bags available either at no cost or for sale to customers at a reasonable price.

Thin-film, single-use plastic bags used to contain dry cleaning, newspapers, produce, meat, bulk foods, wet items and other similar merchandise, typically without handles, may be distributed, used or sold at any retail or grocery store.

Effective Date: This Bylaw shall take effect six (6) months following approval of the Bylaw by the Attorney General or July 1, 2020, whichever is later.

Enforcement Process

This Bylaw will be enforced by the Board of Health through non-criminal disposition.

Any retailer distributing plastic checkout bags in violation of the Bylaw shall be subject to a non-criminal disposition fine as defined below. Any such fines shall be paid to the Town of Millis.

Violation of the Bylaw

1st offense	Warning
2nd offense	\$50
3rd	\$100

and subsequent offenses

or act in any manner relating thereto.

(Submitted by the Board of Selectmen)

Lengthy discussion about why the Town of Millis should and should not approve the article, including environmental issues and how it will impact local businesses and restaurants.

PASSED BY MAJORITY VOTE WITH A FEW IN OPPOSITION (MAJORITY VOTE REQUIRED) that the Town amend the Town of Millis General By-Laws, by adding XXIV PLASTIC BAG REDUCTION BYLAW.

ARTICLE 2. To see if the Town vote to transfer from Free Cash the sum of **\$1,017.57**, transfer the sum of **\$199.62** from Sewer Enterprise Reserves, transfer the sum of **\$1,834.45** from Water Enterprise Reserves, and transfer the sum of **\$3,022.98** from Stormwater Enterprise Reserves, for a total sum of **\$6,074.62** for the following unpaid bills:

DEPARTMENT	VENDOR	AMOUNT
Building Dept	Inspectors 06/2019 Mileage Reimbursement	\$ 228.98
Town Buildings	Town of Millis (Gasoline)	\$ 151.56
Select Board	Gatehouse Media Advertisement	\$ 62.72
DPW	Williams Scotsman	\$ 45.00
DPW	Millis Police - Detail	\$ 223.60
DPW	Royco Distributors	\$ 157.75
DPW	Royco Distributors	<u>\$ 147.96</u>

GENERAL FUND UNPAID BILLS \$ 1,017.57

DEPARTMENT	VENDOR	AMOUNT
DPW	Williams Scotsman	\$ 45.00
DPW	Power Up Generator	<u>\$ 154.62</u>

SEWER ENTERPRISE UNPAID BILLS \$ 199.62

DEPARTMENT	VENDOR	AMOUNT
DPW	Williams Scotsman	\$ 45.00
DPW	Eversource Encumbrance Fund	\$ 844.17
DPW	Our Town Publishing	\$ 100.00
DPW	Milford Police Detail	<u>\$ 845.28</u>

WATER ENTERPRISE UNPAID BILLS \$ 1,834.45

DEPARTMENT	VENDOR	AMOUNT
DPW	Kleinfelder	\$ 3,022.98

STORMWATER ENTERPRISE UNPAID BILLS

TOTAL UNPAID BILLS \$ 6,074.62

(Submitted by the Board of Selectmen)

There was some discussion about the Stormwater unpaid bill.

VOTED UNANIMOUSLY (4/5 VOTE REQUIRED) that the town transfer from Free Cash the sum of **\$1,017.57**, transfer the sum of **\$199.62** from Sewer Enterprise Reserves, transfer the sum of **\$1,834.45** from Water Enterprise Reserves, and transfer the sum of **\$3,022.98** from Stormwater Enterprise Reserves, for a total sum of **\$6,074.62** for the unpaid bills:

ARTICLE 3 To see if the Town will vote to transfer from Free Cash the sum of **\$102,679**, and transfer from Marijuana Impact Fees the sum of **\$38,474**, for a total sum of **\$141,153** for additional wages or expenses not sufficiently funded under Article 4, Operating Budget, of the May 13, 2019 Annual Town Meeting, as follows:

Part-Time IT Director	\$ 25,000
A Study of the Structure & Operation of Town/School IS/IT	\$ 20,000
Replace Motor for Fire Engine 2	\$ 27,679
Police Academy Training Wages	\$ 60,000
Police Academy Training Wages	\$ 38,474
Tree Trimming/Removal	\$ 50,000
Total	\$141,153

(Submitted by the Board of Selectmen)

Lengthy discussion about adding the Police Academy Training and that this will in turn add two new police officers to the payroll. Will the town have to provide benefits to the two new officers? Are any women being considered for the jobs? Lisa Hardin asked why we are adding new jobs in the Fall, not the Spring. Ms. Hardin made a motion and it was seconded to Amend the article to remove the Police Academy Training Wages from Article 3 until the Spring Town Meeting. Motion to amend the article did not pass.

PASSED BY MAJORITY VOTE WITH ONE IN OPPOSITION that the Town transfer from Free Cash the sum of **\$102,679**, and transfer from Marijuana Impact Fees the sum of **\$38,474**, for a total sum of **\$141,153** for additional wages or expenses not sufficiently funded under Article 4, Operating Budget, of the May 13, 2019 Annual Town Meeting, as stated above.

ARTICLE 4. To see if the Town vote to appropriate and raise by taxation the sum \$160,380.79, transfer from Free Cash the sum of \$27,619.21, and transfer from Stormwater Enterprise Reserves the sum of \$38,000, for a total the sum of **\$226,000** to fund the following capital items:

<u>Department</u>	<u>Item</u>	<u>Amount</u>
Fire	Scott Air packs & Bottles	\$ 30,000
DPW	Intersection Safety Signs	\$ 13,000
DPW	Engineering Study for Village and Birch Streets	
	Street Drainage Design	\$ 38,000
School	MS/HS Repair Main Boiler System	\$ 25,000
School	MS/HS Engineering Study for Roof & Mechanical System	\$ 100,000
School	MS/HS Locker Replacement Phase 2	\$ 20,000
	Total	\$ 226,000

(Submitted by the Board of Selectmen)

PASSED BY MAJORITY VOTE WITH A FEW IN OPPOSITION that the Town appropriate and raise by taxation the sum of \$160,380.79, transfer from Free Cash the sum of \$27,619.21, and transfer from Stormwater Enterprise Reserves the sum of \$38,000, for a total sum of **\$226,000** to fund the listed capital items.

ARTICLE 5. To see if the Town will vote to appropriate and raise by taxation, or transfer from available funds, the sum of **\$17,700 for the payment of the first year of a three year lease purchase of a Police cruiser**, or act in any manner related thereto.
(Submitted by the Board of Selectmen)

Discussion about the mileage on the vehicles and that there are more cars than officers on for all shifts.

PASSED WITH A FEW IN OPPOSITION (2/3RD VOTE REQUIRED) that the Town vote to transfer from Free Cash the sum of **\$17,700 for the payment of the first year of a three year lease purchase of a Police cruiser**.

ARTICLE 6. To see if the Town will vote to transfer from Free Cash the sum of **\$7,000** for an OPEB/Actuarial Study, or act in any manner relating thereto.
(Submitted by the Board of Selectmen)

PASSED BY MAJORITY VOTE, ONE IN OPPOSITION (MAJORITY VOTE REQUIRED) that the Town vote to transfer from Free Cash the sum of **\$7,000** for an OPEB/Actuarial Study.

ARTICLE 7. To see if the Town will vote, pursuant to Article V, Section V-1 of the Millis Home Rule Charter:

(A.) An amendment to Article III of the Millis Home Rule Charter, Executive Branch by deleting Section III-1 and Section III-2 and by substituting therefore the following:

Section III-1 Select Board: Composition

The executive power of the town shall be vested in the select board consisting of three members; each elected by vote of the registered voters of the town for a three-year term. The terms shall be so arranged that the term of one member expires each year.

Section III-2: Select Board: Powers, Duties

The select board shall have the power to enact rules and regulations establishing town policies, not otherwise governed by by-law, by this Charter, or by statute, provided, however, that whenever an appropriation may be necessary to implement such action, the vote of the select board shall only be effective if such appropriation is made by the town meeting as provided in Article II. The select board shall have and possess all other powers it is possible for the select board to hold under the general laws of the Commonwealth which are not specifically assigned to some other person or agency under this Charter or by special act of the legislature. It is the intention of this section that the select board shall control the direction of town affairs by establishing policies and by making recommendations to the town meeting for action required to be taken by that body.

(B.) An amendment to Article III of the Millis Home Rule Charter by substituting the term "Select Board" for the terms "Board of Selectmen" or "selectmen" each time either term appears in Sections III-3, III-4, and III-5.

(C.) An amendment to Articles II and V of the Millis Home Rule Charter by substituting the term “select board” for the terms “board of selectmen” or “selectmen” each time either term appears in said Articles.

(D.) An amendment to Article II of the Millis Home Rule Charter by substituting the term “the moderator” for the term “he” in the third sentence of Section II-7.

The approval of this charter amendment is contingent upon acceptance by majority vote at a regular or special election of the Town, or act in any manner related thereto.
(Submitted by the Board of Selectmen)

Lengthy discussion about the name change. Loring Barnes, Chair of the Board of Selectmen, stated she wants to make the Board name gender neutral and follow best practice. Others commented for and against.

VOTED BY STANDING COUNT, YES 74 - NO 14 (2/3RD VOTE REQUIRED) that the town amend the Millis Home Rule Charter pursuant to Article V, Section V-1 of the Millis Home Rule Charter as written above and in the warrant.

A Motion was made by the Moderator to allow the Moderator, Ms. Erin Underhill, to approve for the remainder of the Town Meeting that a counted vote need not be taken and that she may declare that a 2/3rd vote has been achieved with a voice vote.

The Moderator asked the town meeting voters to approve that she may declare a voice vote has passed by a 2/3rd vote. This motion passed by Majority Vote.

ARTICLE 8. To see if the Town will vote to **amend the Zoning Bylaws**, as most recently amended, **by amending** the various sections identified herein as follows:

Senior Residential Community Development Bylaw: Age Qualification Amendments

Section XVII Senior Residential Community Development, D. Age Qualifications of the Zoning Bylaws of the Town of Millis **by deleting**:

D. Age Qualifications

All SRC dwelling units shall be subject to an age restriction described in a deed, deed rider, restrictive covenant, or other document approved by the Planning Board that shall be recorded at the Registry of Deeds or Land Court. The age restriction shall limit dwelling units to occupancy by seniors, age fifty-five (55) or older, or their spouses of any age; and provide for time-limited guest visitation rights in the range of three months per year. The restriction, if the Planning Board so approves and specifies in its Special Permit, may authorize special exceptions that allow persons of all ages to live in a dwelling unit together with a senior resident for purposes such as care of a senior in ill health or enabling seniors to fulfill legal responsibilities of guardianship or custody. The Special Permit including the age restriction shall run with the land in perpetuity

and shall be enforceable by any owner(s) of SRC dwelling units. In the event of the death of the qualifying owner/occupant(s) of a dwelling unit, or foreclosure or other involuntary transfer of a unit within the SRC, a two-year exemption to the restriction shall be allowed for the transfer of the unit to another eligible occupant.

and by substituting therefore the following new language:

D. Age Qualifications

All SRC dwelling units shall be subject to an age restriction described in a deed, deed rider, restrictive covenant, or other document approved by the Planning Board that shall be recorded at the Registry of Deeds or Land Court. The age restriction shall limit dwelling units to occupancy by seniors, age fifty-five (55) or older, or their spouses of any age; and provide for time-limited guest visitation rights in the range of three months per year, per visitor. The restriction, if the Planning Board so approves and specifies in its Special Permit, may authorize special exceptions that allows either one (1) person or one (1) married couple at least twenty-two (22) years of age to live in a dwelling unit together with a senior resident for purposes such as care of a senior in ill health or enabling seniors to fulfill legal responsibilities of guardianship or custody. The Special Permit including the age restriction shall run with the land in perpetuity and shall be enforceable by any owner(s) of SRC dwelling units. In the event of the death of the qualifying owner/occupant(s) of a dwelling unit, or foreclosure or other involuntary transfer of a unit within the SRC, a two-year exemption to the restriction shall be allowed for the transfer of the unit to another eligible occupant.

Or act in any manner related thereto. (Submitted by the Zoning Board of Appeals)

The Moderator informed the Town Meeting members that the Planning Board at a public meeting held on Tuesday, October 8, 2019, at the Veterans Memorial Building voted unanimously to recommend approval of this article as written to amend the Senior Residential Community Development Bylaw: Age Qualification Amendments.

Discussion about why the town is changing the age requirements. The development was not intended to impact the school system at all. This is just to ensure that the schools will not be impacted by school age children.

PASSED WITH A FEW IN OPPOSITION (2/3RD VOTE REQUIRED) that the Town **amend the Zoning Bylaws**, as most recently amended, by amending the various sections identified in detail in Article 8.

ARTICLE 9. To see if the Town vote to **amend the Zoning Bylaws**, as most recently amended, by amending the various sections identified herein as follows:

Municipal Facilities Overlay and Zoning Map Amendments

Section XXII, Municipal Overlay, Subsection C.(1) of the Zoning Bylaws by adding Map 52, Parcel 3 to the eligible locations of the overlay district and further to amend the Zoning Map of the Town of Millis, adopted at Town Meeting on March 9, 1959, and amended through June 5, 2017, to show the Municipal Overlay District established at the May 13, 2019 Annual Town

Meeting in Article 25, and amended by this Article, said amended Zoning Map is on file in the Town Clerk's Office.

(Submitted by the Planning Board)

PASSED WITH A FEW IN OPPOSITION (2/3RD VOTE REQUIRED) that the Town amend the Zoning Bylaws and Zoning Map as most recently amended, by amending the various sections identified in detail in Article 9.

Motion made by Jodi Garzon, Chair of the Finance Committee, which was seconded, to adjourn the meeting.

VOTED UNANIMOUSLY to adjourn sine die at 9:40 pm , the business of the Warrant having been completed.

Lisa Jane Hardin

Lisa Jane Hardin
Town Clerk

BIRTHS RECORDED IN MILLIS - 2019

<u>Date</u>	<u>Child</u>	<u>Parents</u>
Jan. 5	James Michael Drayer Andrade	Gregorio E. & Tracie L. Driggs
Jan. 6	Riley Rose Catalano	Michael A. & Meghan E. Donohue
Jan. 21	Jamil David Eldoueih	Doueih J. & Margaret C. Courtney
Jan. 24	Henry Gunnar Levenson	Martin H.S. & Tasha S. Murray
Jan. 26	Claire Elizabeth Curbeau	Matthew J. & Kaitlin E. Anelauskas
Jan. 29	Zachariah Jude Elisnord	Willy & Priscilla O. Afriyie
Jan. 31	Miles Alexander Guerrero	Joshua A. & Alexa J. Hermesman
Feb. 3	Edha Olivares Fortier	Kevin R. & Paloma Olivares Caparros
Feb. 10	John James Catalano	John A. & Hannah P. Weiss
Feb. 13	James Thomas Lennon	Scott D. & Caitlin M. Malcolm
Feb. 21	Gracian Cole Jacobson	Elias C. & Sabrina L. Smith
Feb. 27	Arwyn Rae Turner	Christopher A. & Eviana B. Khai
Mar. 11	Liliana Reign Tomasetti	James A. & Gloria M. Brown
Mar. 13	Jace Jennings Moran	Thomas K. & Katherine D. Flynn
Mar. 17	Emme Mae English	Jordan M. & Megan E. Reilly
Mar. 19	Ezinne Felicity Okoroji	Chukwuedozie T. & Nneka A. Emeribe
Mar. 20	Connor Michael Tieu	Michael & Kathleen R. Nadeau
Mar. 31	Julian James Ferro	Tony J. & Stephanie I. Sousa
Apr. 1	Madison Rose Kettle	Ryan S. & Jenna M. Alberghini
Apr. 6	Giovanni Nikolaos Venuto	Nicholas M. & Anastacia K. Tsoleridis
Apr. 7	Madison Grace Kiebish	Michael A. & Christina E. Scott
Apr. 7	Olivia Ellen Kiebish	Michael A. & Christina E. Scott
Apr. 7	Isla Grace Thorley	Ryan W. & Eileen M. Mack
Apr. 7	Nola Belle Thorley	Ryan W. & Eileen M. Mack
Apr. 8	Sean Riley Traveller	Riley D. & Nicole M. Murray
Apr. 9	Sophia Isabelle Doenges	Dominic J. & Chantal N. Thompson
Apr. 19	Luke Benjamin Aday	Scott T. & Catherine M. Sipher
May 21	Charlotte Grace Lane	Warren K-H. & Lauren M. Bedell
May 29	Taylor Barbara Andersen	Michael S. & Kimberly F. Fitzgerald
May 31	Lillian Jean Aigler	Brent V. & Sharon R. Fuller
June 23	Carson Thomas Brady	Jesse T. & Jenna A. Allen
July 11	Phoenix Vincent Donovan	Garth B. & Anastasia-Panagopoulos
July 16	Violet Rosalie Brais	Matthew F. & Susan E. Hill
July 16	Jack Vincent Reilly	Matthew J. & Kathleen M. McTigue
July 18	Leo Joseph Dunn	Justin J. & Rachel E. Ferrante
July 21	Ella Florence Redmon	Michael P. & Shannon K. Maloney
July 25	Colin Paul Manning	James A. & Samantha E. Farina

<u>Date</u>	<u>Child</u>	<u>Parents</u>
July 25	Elizabeth Maria Siebecker	Brendan T. & Bridget A. Schirripa
July 27	Millie Anne Madison	James P. & Leah N. Voltoline
July 30	Mackenna Hazel Hibbard	Keith W. & Carrie B. Gross
Aug. 5	Tristan James Christopher Levatt	Christopher T. & Kasey E. Dull
Aug. 12	Isla Jae Farriey	Peter F. & Christine C. Cushman
Aug. 14	Molly Therese Vinton	Jason B. & Shannon T. Burke
Aug. 17	Zachary Milagro Jones	Gerard E. & Sheri M. Landers
Aug. 24	Jayden Matthew Toledo	Matthew S. & Yanina Vatyanskaya
Aug. 26	Maisie Coco Munro Erna	Richard M. & Jennifer M. Munro
Aug. 27	David Stolfé Rodrigues	Wellington P. & Sidneia S. Santos Stolfé
Sept. 6	Frida Tove Lilian MacDonald	Ian Y. & Emma T. Carlson
Sept. 7	Reagan Loomis Taber	Christopher M. & Jennifer A. Loomis
Sept. 10	Bryson John Marrier	Sean W. & Kelley A. Parker
Sept. 11	Aubrie Marie Cowen	Thomas R. & Nichole C. Cavicchi
Oct. 3	Kailey Rayne Green	Eric M. & Sherri A. Esposito
Oct. 3	Jace Levi Haviland	Scott J. & Jordana L. Cotton
Oct. 29	August James O'Toole	Kevin T. & Amanda E. Marvin
Nov. 8	Elizabeth Louise Neumann	Brian M. & Danielle E. Habeeb
Nov. 8	Stella Rosmarie Neumann	Brian M. & Danielle E. Habeeb
Nov. 8	Myra Kathleen Sheridan	Timothy J. & Katie A. Kavanaugh
Nov. 14	Griffin Michael Scott	Eric A. & Amy W. Wise
Nov. 19	Jack William Davis	Timothy M. & Lara N. Kunde
Nov. 24	Camille Anne Morin	Joshua I. & Whitney A. Dion
Nov. 26	Madelynn Judith Maria Cashmon	Robert J. & Jennifer L. McCurley
Nov. 27	Ayla Joanne Hillis	John F. & Amanda K. Griffin
Dec. 9	Olive Grace Hogan	Sean C. & Sarah R. O. Occhino
Dec. 14	Celine Michael Asaad	Michael S. & Christina A. Rasla
Dec. 18	Evelyn Rose Pardi	John D. & Jolie Yee
Dec. 19	Greyson Bryan Anderson	Derek A. & Tiffany M. Barr
Dec. 20	Maeve Mary Conley	Daniel J. & Natasha M. Medeiros
Dec. 23	Amayah Rose Vales	Hydn P. & Rossemary S. Calderon
Dec. 24	Ronan Anthony Hutton	Timothy J. & Meghan E. O'Connor
Dec. 27	Isabel Amarachukwu Chimdiuto Osakwe	Chidude A. & Obianuju M. Anelo

MARRIAGES RECORDED IN MILLIS - 2019

Date	Partv A & Party B	Age	Residence	By Whom	Place
Jan 5	Deborah Ann Bearse Daniel Rocco Patrone	68 61	Millis Millis	Whitney B. Clayton One Day Solemnizer	Sudbury
Feb 22	Nicole Louise Egan Ryan Christopher Lee	30 32	Millis Millis	Paula M. Crane Justice of the Peace	Cambridge
Mar 17	Yiling Kathy Liu Joshua Samuel Genereux	31 34	Millis Millis	Priscilla Geary Justice of the Peace	Topsfield
Mar 30	Jolie -- Weinberg John David Pardi	33 29	Millis Millis	Nancy C. Hyde Justice of the Peace	Foxborough
Apr 5	Meredith Jane Greenough Daniel Allen Stoneking	33 34	Millis Millis	Joseph Lepore One Day Solemnizer	Foxborough
Apr 14	Jessica Evelyn Mather Eric Joseph Alfonso	26 27	Medway Medway	Timothy Robinson Reverend	Dedham
Apr 27	Kelley Ann Parker Sean William Marrier	31 32	Millis Millis	Stephen Derrick Pastor	West Brookfield
May 11	William Issac Comiskey II Sarah Nicole Higgins	30 32	Millis Millis	Gilles Paul Fillion One Day Solemnizer	Holliston
May 11	Timothy Edward Cronin Sarah Ann Olson Ware	52 58	Texas Illinois	Christina J. Cronin One Day Solemnizer	Sherborn

Date	Party A & Party B	Age	Residence	By Whom	Place
May 31	Donna Marshall Melancon Edward William Clancy	54 54	Millis Millis	Ellen S. Agro Justice of the Peace	Mendon
June 1	Christy Ellen Meuse Brian Matthew Davis	27 27	Millis Millis	Tracy F. Lavender Interfaith Minister	Harwich
June 22	Tara Marie Cataldo Jeffrey Matthew Smith	39 33	Millis Millis	Jane E. Mitchell Member of the Clergy	Andover
July 12	Molly Harris MacNeill Brian Frederick Sweet	31 30	Millis Millis	John F. Kendrick Justice of the Peace	Millis
July 20	Rebecca Marie Cudmore John Ross Kendall	34 35	Millis Millis	V. Gayle Kendall. One Day Solemnizer	Sturbridge
July 21	Sarah Lynn Wiedeman Justin Arthur DelVecchio	36 38	Medway Medway	Brian P. Heney One Day Solemnizer	Lincoln
Aug 3	Talia Rose Piver Richard Paul Duda	29 31	Millis Millis	David Blum One Day Solemnizer	Winchester
Aug 8	Shannon Marie Cunningham Peter Leavitt Manning	28 28	Millis Millis	Paula J. Clifford One Day Solemnizer	Wrentham
Aug 24	Ariadna Gonzalez Arrendondo Dylan Dietzel Davenport	31 28	Millis Millis	Geri A. Weinstein Justice of the Peace	Acton
Aug 31	Jessica Ann Haight Lucas James Paskiewicz	30 30	Millis Millis	Joshua Haight One Day Solemnizer	Boylston

Date	Party A & Party B	Age	Residence	By Whom	Place
Sept 1	Alexandra Jean Maider Leah Helen Porter	30 29	Millis Millis	Caroline M. Kojm One Day Solemnizer	Boston
Sept 7	Susan Tabarani-Tyler Dennis Ray Zicko	58 63	Millis Millis	Courtney F. Maxwell Ordained Minister	Plymouth
Sept 7	Ashley Elizabeth Salmon James Mitchell Rodio	31 32	Millis Millis	Susan Z. Stamos Justice of the Peace	Kingston
Sept 12	Kayla Marie Gregory Christian E. Viana De Queiroz, Jr.	18 23	Millis Millis	John F. Kendrick One Day Solemnizer	Millis
Oct 5	Jennifer Ann Braga Garrett Anthony Miccile	28 28	Norfolk Norfolk	Michael A. J. Alfano Roman Catholic Priest	Natick
Oct 5	Lisa Marie Benson Timothy Taraile Johnson	39 48	Bellingham Bellingham	Carla Johnson One Day Solemnizer	Bellingham
Oct 12	Erin Marie Donovan Matthew James Bird	29 29	Millis Millis	Jean Pierre Aubin Priest	East Walpole
Nov 10	Felicia Alves Filadelfo Arcadio Jason Gonzalez	26 29	Milford Milford	Peter Joyce Priest	Milford
Nov 17	Olivia Lane Zitoli Nicholas John Tsacoyeanes	28 28	Millis Avon, CT	John F. Kendrick Justice of the Peace	Millis

DEATHS RECORDED IN MILLIS - 2019

<u>Date</u>	<u>Name</u>	<u>Address</u>	<u>Age</u>
Jan. 25	Lorraine G. Holland (Gagne)	969 Main Street	81
Jan. 26	Robert --- McElory	2 Baltimore Street	71
Jan. 27	Richard A. Osterberg	51 Stoney Brook Drive	79
Jan. 27	Robert Cull Mulrey	8 Key Street	59
Jan. 29	Christopher M. Bell	28 Pollard Drive	42
Feb. 3	Marion C. Griffin (Davies)	969 Main Street, Unit 9	60
Feb. 10	Stephen --- Halbing	163 Village Street	72
Feb. 25	Robert W. DiCenzo	2 Spencer Street	79
Mar. 14	David J. Labonte	56 Walnut Street	29
Mar. 15	Janice T. Webber (Paterna)	327 Plain Street	70
Mar. 22	Joanne S. Weake (Simons)	36 Dover Road	91
Mar. 23	Gary Wayne Scotland	89 Spencer Street	67
Mar. 29	John Joseph Dillon	55 Orchard Street	88
Mar. 30	Frances G. Garrigan (Maglio)	236 Village Street	80
Apr. 4	Douglas --- Pucillo	8 Timberline Road	64
Apr. 7	Mark Joseph Krauss	28 Walnut Street	56
Apr. 14	Mary L. Rotondo	18 Stoney Brook Drive	63
Apr. 20	George Herbert Holmes	9 Woodlawn Drive	90
Apr. 24	Jean F. Kelsey (Egan)	28 Van Kleeck Road	88
Apr. 25	Dominic A. Zonfrelli, Jr.	17 Hilltop Drive	86
May 12	Bonnie Jean Collins (Blake)	152 Plain Street	71
May 13	Leo F. Garrigan	236 Village Street	82
May 13	Jeanne W. Ferraro (Wyllie)	7 Brookview Road	65
May 14	Dennis J. Fermano	76 Ridge Street	66
May 20	Stanley Frederick Cushman	62 Meadow Cartway	68
May 20	Laurene Carol Ingham (Martell)	29 Walnut Street	49
May 23	Scott Alan Chesworth	72 Meadow Cartway	74
May 28	Carol E. Smith (Silva)	53 Spencer Street	77
May 29	Paul Michael Howard (Sr.)	345 Plain Street	90
June 7	Bryce Matthew McCarthy	49 Beech Street	2
June 12	Gilda --- Seaver (Zaccaria)	642 Main Street	95
June 13	Arlene (Hammond) Whitney	17 Hemlock Circle	93
June 17	Damaris --- Rivera	6 Stoneybrook Drive	58
June 23	Lisa Marie Grames (Fleischer)	3 Windcrest Lane	81
June 25	Cynthia G. Goddard (Marchand)	326A Kennedy Terrace	69
June 28	Valeri E. Neytchev	448 Main Street	51
July 3	Linda Marie Sullivan (Dickey)	182 Spring Street	70

<u>Date</u>	<u>Name</u>	<u>Address</u>	<u>Age</u>
July 5	Sabrina --- Newcomb	13 Pollard Drive	21
July 8	Charles Edward Bohannon	195 Ridge Street	86
July 15	Richard --- Gates	430 Union Street	84
July 19	Stephen A. Smith	5 Granite Drive	41
July 20	Phyllis H. McGuinness (Glovasky)	27 Dover Road	83
July 21	Kamlaben C. Patel	1040 Main Street Apt. #5	89
July 22	Elaine R. Wood-Chisholm (Rooney)	25 Hilltop Drive	83
July 25	Leo J. Mailhiot	124 Dover Road	89
July 28	George Alton Fisher, Jr.	411 Union Street, Apt. 11B	84
Aug. 4	Joseph R. Paulini	51 Key Street	77
Aug. 7	George A. D'Innocenzo	185 Village Street	72
Aug. 10	Michael William Schauer	21 Stoney Brook Drive	52
Aug. 23	Elsie M. Simpson (Anderson)	52 Island Road	94
Aug. 24	Carmella C. O'Connor (Luccio)	7 Alma Road	96
Aug. 27	Joanne H. Nazzaro (Giglio)	1 Rose Road	88
Aug. 28	Carol --- Squier (Thompson)	32 Pollard Drive	88
Sept. 1	Judith V. Colella (Wanders)	342 Plain Street	78
Sept. 14	Herbert Penney Stevens, Jr.	10 Middlesex Street	94
Sept. 14	Anthony George Abatsis	39 Stoney Brook Drive	76
Oct. 2	Lynn E. Kulesza (Paille)	6 Lexington Lane	71
Oct. 23	Biruta --- Dulevskis (Afelds)	55 Himelfarb Street	93
Oct. 25	Joan B. Bigelow	6 Norfolk Road	99
Nov. 5	Lorraine M. Connolly (Andrews)	15 Rose Road	87
Nov. 13	Allison --- Kessler (Costain)	6 Klifford Circle	78
Nov. 15	Kevin Paul O'Rourke	244 Orchard Street	66
Nov. 20	Leonard S. Kaster	30 Rockville Meadows	88
Nov. 30	James C. Byer	411 Union Street, Apt. 9D	65
Dec. 1	Terence Wyndham Garland	924 Main Street	70
Dec. 1	Ellen P. Martin (Murphy)	411 Union Street, Apt. 4D	94
Dec. 14	Diane Marie Nutile (Duffy)	367 Village Street	65
Dec. 19	Virginia K. Boggess (McLean)	29 Lavender Street	98
Dec. 21	Judith A. Garner (Carberry)	8 Eden Street	67
Dec. 25	Natalie M. Bosse (Lukes)	4 Village Street	82
Dec. 29	Annette --- Cassidy (DeGuire)	56 Island Road	48

VETERANS' DEATHS RECORDED IN MILLIS - 2019

<u>Date</u>	<u>Name</u>	<u>Address</u>	<u>Service</u>	<u>Age</u>
Jan. 26	Robert --- McElory	2 Baltimore Street	Vietnam	71
Jan. 27	Richard A. Osterberg	51 Stoney Brook Drive	Navy/Peacetime	79
Feb. 25	Robert W. DiCenzo	2 Spencer Street	Air Force/Vietnam	79
Mar. 29	John Joseph Dillon	55 Orchard Street	Coast Guard/WWII	88
Apr. 4	Douglas --- Pucillo	8 Timberline Road	Peacetime	64
Apr. 20	George Herbert Holmes	9 Woodlawn Drive	Army/WWII	90
Apr. 25	Dominic A. Zonfrelli, Jr.	17 Hilltop Drive	Army/Korea	86
May 13	Leo F. Garrigan	236 Village Street	Korea	82
May 23	Scott Alan Chesworth	72 Meadow Cartway	Vietnam	74
May 29	Paul Michael Howard (Sr.)	345 Plain Street	Navy/Korea	90
July 8	Charles Edward Bohannon	195 Ridge Street	Marines/Korea	86
July 15	Richard --- Gates	430 Union Street	Korea	84
Aug. 4	Joseph R. Paulini	51 Key Street	Vietnam	77
Aug. 7	George A. D'Innocenzo	185 Village Street	Vietnam	72
Sept. 14	Herbert Penney Stevens, Jr.	10 Middlesex Street	Navy/WWII	94
Sept. 14	Anthony George Abatsis	39 Stoney Brook Drive	Vietnam	76
Oct. 25	Joan B. Bigelow	6 Norfolk Road	WWII	99
Nov. 20	Leonard S. Kaster	30 Rockville Meadows	Korea	88

Prospect Hill Cemetery Burials 2019

<u>Deceased Name</u>	<u>Residence</u>	<u>Date of Burial</u>	<u>Veteran</u>
Livia T. Monroe	Wareham, MA	January 18, 2019	
Stephen Halbing	Millis, MA	March 4, 2019	
Robert W. DiCenzo	Millis, MA	March 5, 2019	Air Force/Vietnam
Edward R. Rich	The Villages, FL	March 7, 2019	Navy/Vietnam
Donald Ackroyd	Marlborough, MA	March 16, 2019	
Joanne Brodeur	Medfield, MA	March 21, 2019	
Gary W. Scotland	Millis, MA	April 5, 2019	
Paula Jo Consigli	Blackstone, MA	April 21, 2019	
Gerald Daly	Medway, MA	May 17, 2019	
Dennis J. Fermano	Millis, MA	May 18, 2019	
Judith A. Dodge	Dalton, MA	May 20, 2019	
Flora Leontie	Milford, MA	May 23, 2019	
George Herbert Holmes	Millis, MA	May 25, 2019	Army/WWII
Paul Michael Howard (Sr.)	Millis, MA	June 5, 2019	Navy/Korea
Carol E. Smith	Millis, MA	June 6, 2019	
Philip A. Bianchi	Haverhill, MA	June 7, 2019	
Rita Mary Bagdasarian	Millis, MA	June 13, 2019	
Adele Herter Seronde	Sedona, AZ	June 16, 2019	
Udell E. Wolpert	Framingham, MA	July 10, 2019	
Mary Josephine Lee	Medway, MA	August 2, 2019	
Andrew J. Sisto	Sanford, ME	August 8, 2019	
Sandra Elaine Whitley	Mauston, WI	August 28, 2019	
Carol Squier	Millis, MA	September 7, 2019	
Judith V. Colella	Millis, MA	September 10, 2019	
Herbert P. Stevens	Millis, MA	September 27, 2019	Navy/WWII
Lynn E. Kulesza	Millis, MA	October 7, 2019	
Virginia F. Acerra	Medfield, MA	October 15, 2019	
James R. Reardon	Milford, MA	October 26, 2019	
Joan B. Bigelow	Millis, MA	October 31, 2019	WWII
Thomas A. Keough	Franklin, MA	November 5, 2019	
Maureen Keough	Franklin, MA	November 5, 2019	
John S. Santos (Sr.)	New Gloucester, ME	November 11, 2019	Navy/WWII
Kevin P. O'Rourke	Millis, MA	November 19, 2019	
Richard Hagan	Medway, MA	November 26, 2019	
Charles E. Demery	Franklin, MA	November 30, 2019	
Priscilla Sinatra	Edgartown, MA	December 13, 2019	

Employee Last Name	Employee First Name	Position	Salary	Other	OT	Detail	Total Gross
SCHOOL-TEACHER							
ADAMS	MICHELLE	Teacher	75,426.00	655.18			76,081.18
ALAN	RACHEL	Teacher	70,887.96	45.00			70,932.96
ALCONADA	SCOTT	Teacher	89,696.10	5588.86			95,284.96
AL-HAZA	SARAH	Teacher	92,875.21	25.00			92,900.21
AMES	SARA	Teacher	100,454.12	934.48			101,388.60
ANNUNZIATO	KELLY	Teacher	17,647.58				17,647.58
AWDYCKI	MARK	Teacher	100,454.12	4773.73			105,227.85
BAGLIONI	KRISTA	Teacher	80,049.06	2415.97			82,465.03
BALL	AMY	Teacher	48,088.36	775.10			48,863.46
BARTLEY	VICTORIA	Teacher	89,696.10	2763.00			92,459.10
BASILE	CAELAH	Teacher	100,454.12	549.98			101,004.10
BENHAM	LANCE	Teacher	89,302.98	9291.94			98,594.92
BERNIER-GARZON	CATHLEEN	Teacher	100,454.12	5822.78			106,276.90
BIGELOW	STEPHEN	Teacher	100,454.12	5589.24			106,043.36
BOTELHO	KRISTINE	Teacher	93,646.02	1937.58			95,583.60
BRODEUR	MARISSA	Teacher	47,839.22	40.00			47,879.22
BROWNING	SARAH	Teacher	73,413.60	3245.10			76,658.70
CANTOREGGI	WENDI	Teacher	91,767.00	2024.98			93,791.98
CARLSON	JENNIFER	Teacher	100,454.12	524.98			100,979.10
CARR	BARBARA	Teacher	89,696.10	1756.50			91,452.60
CARTER	MICHAEL	Teacher	81,581.26	7063.00			88,644.26
CAULFIELD	MARK	Teacher	89,696.10	1078.84			90,774.94
CHENEY	ERIN	Teacher	70,483.92	394.50			70,878.42
CHISHOLM	JENNIFER	Teacher	84,281.34	1429.26			85,710.60
COHEN	ADRIA	Teacher	100,454.12	1349.90			101,804.02
COLCORD	AMIE	Teacher	92,875.33	4204.20			97,079.53
COLE	KELSEY	Para/Teacher	26,410.08	12885.85			39,295.93
COLWELL	JULIE	Teacher	73,724.04				73,724.04
COPICE	STEPHANIE	Teacher	91,767.00	7758.48			99,525.48
DANEHY	DIANE	School Nurse	92,633.64	3915.80			96,549.44
DAY	AMY	Teacher	50450	3006.25			53,455.87
DEGON	DEANNA	Teacher	20,044.08	4008.52			24,052.60
DEL VALLE PEREZ	JAVIER	Teacher	73,400.92	1193.94			74,594.86
DENMARK	LAUREN	Teacher	18,276.30	4351.50			22,627.80

DESMARAI	PAULA	Teacher	1510.14	1,510.14
D'ESPINOSA	MARY-ELLEN	Teacher	6767.44	100,413.46
DIGIAMMERINO	DAVID	Teacher	103,467.00	104,361.48
DIVER	PATRICIA	Teacher	100,454.12	108,250.90
DOHERTY	CAROLYN	Substitute teacher	7,500.00	7,500.00
DOHERTY	MARGARET	Teacher	100,454.12	101,004.10
DOOLING	SIOBHAN	Teacher	89,302.98	89,352.98
DUNN	RILEY	Teacher	64,474.02	68,891.72
EATON	JENNIFER	Teacher	97,527.04	98,302.14
FALLON	DAVID	Teacher	100,454.12	109,900.72
FALLON	ANTHONY	Teacher	93,646.02	99,328.00
FEMINO	MARK	Teacher	81,839.14	84,002.12
FITZGERALD	YVONNE	Teacher	97,527.04	107,017.14
GATELY	DIANA	Teacher	92,875.87	92,900.87
GEORGE	ARPPANA	Teacher	29,132.48	46,842.23
GHETTI	ALAINA	Teacher	92,875.24	93,457.90
GIORDANO	JAIME	Teacher	48,696.88	48,721.88
GIUNTA	LINDSEY	Teacher	90,170.08	90,984.08
GRANCHELLI	PATRICIA	Teacher	80,049.06	80,049.06
GUERTIN	JENNIFER	Teacher	91,767.00	95,775.94
HACKETT	MIRANDA	Teacher	97,527.04	98,302.14
HAGGERTY	CAROL	Teacher	84,825.82	86,188.80
HERNANDEZ	MIGUELINA	Teacher	100,454.12	106,658.65
HICKEY	DEBORAH	Teacher	100,454.12	104,119.66
HODGE	APRIL	Teacher	96,590.12	96,645.12
HOWDEN	TIMOTHY	Teacher	76,672.65	79,854.65
HURVITZ	MICHELLE	Teacher	86,701.94	86,726.94
INGRAHAM	THOMAS	Teacher	83,815.94	92,602.84
JONES	MICHELLE	Teacher	98,825.15	104,118.13
KALAITZIDIS	CHRISTINA	Teacher	58,264.96	61,733.92
KALMBACH	FAYE	Teacher	97,527.04	98,512.64
KEANE	KRISTEN	Para/Teacher	42,302.97	51,808.21
KENDRICK	SCOTT	Teacher	100,454.12	101,094.10
KEPPLER	JESSICA	Para/Teacher	39,869.96	48,769.03
KRABY	BRIAN	Teacher	100,454.12	107,576.12
LAFFERTY	LISA	Teacher	88,238.02	89,077.02
LAHAH	MICHELE	Teacher	97,527.04	99,322.02
LANEY	SAMANTHA	Teacher	88,238.02	91,784.90

LEMAN	APRIL	Teacher	91,767.00	499.98	92,266.98
LINDGREN	BERNADETTE	Teacher	92,875.33	3050.00	95,925.33
LOVETÈRE	KAITLIN	Teacher	71,163.04	5245.16	76,408.20
LUNG	BECKET	Teacher	34,499.40	1949.20	36,448.60
MAGUIRE	JANET	Teacher	91,767.00	805.10	92,572.10
MANNION	DANIELLE	Teacher	89,696.10	6507.64	96,203.74
MANTHEI	HEIDI	Teacher	97,527.04	4154.88	101,681.92
MANZON	SUSAN	Teacher	11,477.59		11,477.59
MCKAY	MICHAEL	Teacher	85,868.12	929.46	86,797.58
MELIN	JACLYN	Teacher	80,049.06	250.69	80,299.75
MERUSI	CAMILLE	Teacher	100,454.12	1313.98	101,768.10
MIGOS	VASILIA	Teacher	65,540.02	789.00	66,329.02
MOLINARI	LYNN	Teacher	60,596.12	1608.85	62,204.97
MOLLOY	ELISE	Principal/teacher	96,177.38	75.00	96,252.38
MONAGHAN	SHARON	Teacher	97,527.04	2045.94	99,572.98
MULDOON	JULIE	Teacher	68,426.02	1537.02	69,963.04
NARDONE	CHRISTOPHER	Teacher	65,529.94		65,529.94
NEVILLE	PATRICK	Teacher	65,540.02	50.00	65,590.02
NORTON	JANICE	Teacher	89,696.10	3411.10	93,107.20
PALADINO	NICOLE	Teacher	100,454.12	1333.98	101,788.10
PANCIOCCO	MICHELLE	Teacher	92,875.75	2909.82	95,785.57
PANCIOCCO	GLEN	Teacher	100,454.12	8384.10	108,838.22
PERACHIO	MOLLIE	Teacher	89,696.10	524.98	90,221.08
PHINNEY	DEREK	Teacher	73,724.04	2590.00	76,314.04
POULOS	JAMES	Teacher	65,540.02	25.00	65,565.02
RAO	KELLY	Teacher	85,636.04	50.00	85,686.04
ROBINSON	MARA	Teacher	85,868.12	1408.92	87,277.04
ROONEY	CHRISTINA	Teacher	73,413.60	2324.10	75,737.70
SACCARDO	MOLLY	Teacher	89,696.10	3131.14	92,827.24
SAEGH	JOHN	Teacher	76,235.12	1673.50	77,908.62
SCOTLAND	LAUREN	Teacher	63,019.06	15.00	63,034.06
SEARS	ALLISON	Teacher	73,724.04	647.76	74,371.80
SEYBERT	SHAWN	School Psychologist	100,454.12	2789.00	103,243.12
SHAUGHNESSY	DIANE	Teacher	92,875.12	50.00	92,925.12
SHEPARDSON	MICHELLE	Teacher	89,696.10	2673.66	92,369.76
SHOCKLEY	JANET	Teacher	90,170.08	2196.30	92,366.38
SKELLY	CAROLYN	Teacher	83,815.94	1819.82	85,635.76
SULLIVAN	ERIN	teacher	91,767.00	465.50	92,232.50

TALMADGE-KEIMIG	BARBARA	Teacher	65,896.77	750.10	66,646.77
TASHIAN	KELLY	Teacher	97,527.04	800.10	98,327.14
TUCKER	ANNETTE	Teacher	77,389.18	50.00	77,439.18
VALLUZZI	ANNE	Teacher	100,454.12	574.98	101,029.10
VERDY	DOROTHY	Teacher/Tutor	9,358.59		9,358.59
WEBER	MADISON	Teacher	6,275.94	1109.25	7,385.19
WHITE	JANINE	Teacher	81,396.79	1025.00	82,421.79
WHITE	JOEL	Teacher	72,693.72	449.50	73,143.22
WHITE	PATRICIA	Teacher	90,043.98	30.00	90,073.98
YOUNG	MEREDITH	Teacher	86,581.04	1058.16	87,639.20
ZIEMBA	MARYANN	Teacher	90,170.08	2661.50	92,831.58
SCHOOL-ADMINISTRATION					
GUSTAFSON	NANCY	Superintendent	188,914.19	3637.05	192,551.24
GRANT	CHARLES	Athletic Director	128,951.37	9890.00	138,841.37
KNOWLTON	MAUREEN	Principal	123,339.56	10649.20	133,988.76
LYNN	JOAN	Curriculum Director	129,677.52	9186.60	138,864.12
MARKS-HENNING	SUE	Dir./Student Services	134,254.35	5690.00	139,944.35
MULLANEY	ROBERT	Principal	143,797.62	11458.45	155,256.07
PHELPS	JASON	Principal	126,533.23	5436.05	131,969.28
STARR	JENNIFER	Technology Director	103,832.44		103,832.44
WIGGIN	TERRY	Business Manager	103,365.50		103,365.50
SCHOOL-OTHER					
ADAMS	PAUL	Coach	6,944.00		6,944.00
AKINS	MARY ELLEN	Extended Day	17,611.07		17,611.07
ALGER	NICOLAS	Summer Custodian	360.00		360.00
ALONZO	ALMA	Paraprofessional	24,373.58	3065.60	27,439.18
ASHIAGBOR	KWEKU	Extended Day	6,623.17		6,623.17
BAILEN	STEVEN	Coach	6,183.00		6,183.00
BAILEN	CAMERON	Coach	3,741.00		3,741.00
BANNISTER	RICHARD	Van Driver	3,731.14		3,731.14
BARR	JACQUELINE	Cafeteria	19,847.73	1146.93	21,218.30
BARRETT	GRETCHEN	Sub Nurse	750.00	224	750.00
BEDARD	TERI	Sch Secretary	46,869.93	7490.58	56,706.80
BERGMAN	ALLISON	Extended Day	1,233.75		1,233.75
BLANCHETTE	KAREN	Paraprofessional	55,301.71	2122.22	57,423.93
BOISSY	KATHERINE	Paraprofessional	25,456.11	3370.90	28,827.01

BREEN	MOLLY	Coach	3,437.00	3,437.00
BYRNCZKA	RACHEL	Extended Day	20,513.57	20,513.57
BUCHANAN	JAMES	Bus/Van Monitor	8,332.58	8,332.58
BURNS	DOREEN	Paraprofessional	23,637.30	3301.40
BUSH	DAVID	Lead Computer Tech	59,241.65	7820.55
CAIRNEY	MICHELLE	Paraprofessional	7,099.39	4840
CALLAHAN	ANNMARIE	Extended Day	22,833.25	95
CAPRIGNO	JOHN	Bus Driver	16,805.14	10643.97
CARBEAU	CYNTHIA	Van Driver	21,182.33	1017.00
CASEY	MARGUERITE	Paraprofessional	3,600.17	1521
CASSIDY	JENNINE	School Tutor	13,179.40	
CENATUS	MIRADIEU	Bus Driver	677.37	235.82
CHAMIDES	HELEN	Substitute	7,660.00	
CHRISTIE	MARY	Substitute	550.00	913.19
CLARK	ZACHARY	Extended Day	1,678.25	550.00
CLEARLY	JOANNE	Secretary	53,146.27	1,678.25
COLANTONI	JEAN	Bus Driver	20,232.85	61,271.27
COLLINS	OLIVIA	Extended Day	5,693.51	20,282.85
CONNER	LAURA	Coach	4,706.00	5,693.51
CONROY	SAMANTHA	Paraprofessional	10,382.90	4,706.00
CORCORAN	DARIUS	Lead Computer Tech	20,961.57	20,999.60
CORCORAN	TIMOTHY	Coach	2,393.00	250
CORSI	KAREN	Paraprofessional	34383	
COUTTS	DOUGLAS	Coach	2,802.00	1364.00
CRUZ	PAROUSIA	Paraprofessional	720.00	35,747.46
DANIEL	RYAN	Summer Custodian	1,518.00	2,802.00
DAOULABANI	JOY	Bus Driver	270.94	720.00
DARON	TREVOR	Computer Tech	3,020.50	1,518.00
DAVENPORT	LAUREN	Paraprofessional	18,207.60	270.94
DAVIES	JUDITH	Lead Computer Tech	49,038.50	3,020.50
DENMAN	COURTNEY	Paraprofessional	22,316.11	19,645.71
DIDONATO	ARLENE	Cafeteria	18,076.32	49,038.50
DOHERTY	LAURA	Paraprofessional	19,209.29	24,680.59
DONAHUE	LINDA	Sch Secretary	36,260.91	19,419.78
DOYLE	ABIGAIL	Extended Day	5,742.86	20,610.34
DOYLE	JOHN	Coach	2,824.00	36,910.91
DREW	KENNETH	Substitute	9,870.00	5,742.86
DRISCOLL	MARYJANE	Transp. Director	42,422.03	2,824.00
				9,870.00
				47,323.28

DRON	BEVERLY	Paraprofessional	2,945.54		2,945.54
DUPUIS	JOSEPH	Coach	10,489.00		10,489.00
EDWARDS	CHRISTOPHER	Summer Custodian	288.00		288.00
ELDRIDGE	ELLEN	Extended Day	28,185.72	1000.00	29,325.15
ENGLER	JOHN	School Dir of Ops	102,884.65		102,884.65
FAGAN	BRIDGET	School Tutor	450.00		450.00
FALLON	DANIEL	Summer Custodian	210.00		210.00
FALLON	THOMAS	Summer Custodian	288.00		288.00
FALLON	KILEY	Paraprofessional	17,745.14	986.29	18,731.43
FALLON	DARCY	Substitute	1,890.00		1,890.00
FARESE	LISA	Coach	9,713.00		9,713.00
FARIAS	JAMIE-LYNNE	Athletic Trainer	33,975.00		34,500.00
FITZGERALD	LORETTA	Substitute	1,360.00		1,360.00
FURINO	NICHOLAS	Student Tech	900.00		900.00
FURINO	KRISTIN	Substitute	8,640.00	1032.00	9,672.00
GALLON	KIMBERLY	Substitute	6,460.00		6,460.00
GATZ	ELIZABETH	Coach	3,070.00		3,070.00
GEARY	PAUL	Van Driver	13,408.25	3370.00	16,778.25
GEDDES	ROBERT	Van Driver	19,556.78	265.28	19,822.06
GEDDES	CATHERINE	Bus Driver	19,696.18	345.92	20,042.10
GELASCO	TYLER	Summer Custodian	3,038.00		3,038.00
GHIONI	JILLIAN	Paraprofessional	11,411.25		11,411.25
GLEDHILL	TRACY	Paraprofessional	24,008.16	4063.50	28,071.66
GONZALEZ	ARCADIO	Coach	1162.00		1,162.00
GRAHAM	SHANNON	Paraprofessional	22,265.44	5614.10	27,879.54
GUINAN	JOSEPH	Coach	9,513.00		9,513.00
HANSEN	JULIE	Clerk	683.20	409.92	1,093.12
HARKEY	ERIKA	Secretary	25,376.47	3512.14	28,888.61
HARRINGTON	SARA	Extended Day	5,094.66		5,094.66
HARRINGTON	GRACE	Extended Day	152.29		152.29
HEINZ	JOHN	Bus Driver	22,723.66	98752.14	23,865.59
HIDALGO	DULCE	Van Driver	12,155.44		12,155.44
HILL	THOMAS	Summer Custodian	216.00		216.00
HOCKMAN	MICHELLE	Sub Nurse	125.00		125.00
HORGAN	KATIE	Paraprofessional	11,143.90		11,143.90
HOWELL	CATHERINE	Cafeteria	13,872.14	704.80	14,867.57
HOWLEY	CHARLENE	Paraprofessional	25,376.12	3366.25	28,742.37
HUME	ANASTASIA	Bus/Van Monitor	14,361.00	1549.60	15,910.60

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HURNEY	MAYA	Extended Day	6,130.45			6,190.95
IZQUIERDO	MONICA	Paraprofessional	19,378.73	6344.32	148	25,871.18
JOHNSON	ARTHUR	Custodian	47,568.36	1989.38	9652	59,209.96
JOSEPH	KIM	Clerk	23,709.41	3982.99		27,692.40
JOSEPH	SHANE	Extended Day	66.00			66.00
JUBB	RYAN	Student Tech	2,274.00			2,274.00
KALE	SHALAKA	Substitute	2,550.00			2,550.00
KAZIS	JENNIFER	Cafeteria	18,234.03		264	18,498.45
KELLY	CHERILEE	Paraprofessional	6,146.65			6,146.65
KELLY	BRENDA	Extended Day	30,063.24	750.00		30,813.24
KEMP	CATHERINE	Paraprofessional	15,240.00			15,240.00
KIRCHHOFF	CYNTHIA	School Tutor	9,939.44	1465.00		11,404.44
KNOWLES	RICHARD	Lead Computer Tech	30,713.05	561.77		31,274.82
KRAMER	BETH	Substitute	250.00			250.00
KRAUSS	JESSICA	Extended Day	528.00			528.00
LABARGE	SANDRA	Bus Driver	21,737.79	16757.19	138	38,633.22
LADUKE	KEVIN	Coach	4,517.00			4,517.00
LADUKE	JONATHAN	Summer Custodian	2,339.00			2,339.00
LAFFERTY	CERISSA	Paraprofessional	20,865.09	8565.53		29,430.62
LAGOS	JAMES	Paraprofessional	19,492.45			19,492.45
LANGLEY	AMANDA	Extended Day	3,094.47			3,094.47
LATOSEK	SUSAN	Paraprofessional	26,870.09	4451.56		31,321.65
LAPPEN	BRYCE	Summer Custodian	2,145.00			2,145.00
LATOSEK	CHRISTINE	Sch Nurse Sub	187.50			187.50
LORIA	REBECCA	Clerk	13,971.00			13,971.00
LAVERGNE	PATTEE	Cafeteria	21,315.96		2359	23,675.44
LAZARE	LYNN	Van Driver	1,585.08			1,585.08
LEBLANC-MACNEIL	JANE	Clerk	50,634.54	3450.00		54,084.54
LIOTTA	TYLER	Substitute	990.00			990.00
LOBISSER	LAURA	Substitute	5,175.00			5,175.00
LOFTUS	IRENE	Van Driver	4,676.77			4,676.77
LONG	ANGEL	Custodian	45,546.88	143.38	6628	52,318.42
LOPEZ	SUZANNE	Substitute	8,562.50			8,562.50
LORTIE	JENNIFER	Paraprofessional	17,991.16	1985.33		19,976.49
LUND	MICHAEL	Summer Custodian	1,916.00			1,916.00
LUND	JENNIFER	BCBA	62,658.06	4261.03		66,919.09
LUTTON	BRETT	Paraprofessional	20,703.09	4595.10		25,298.19
MACGOWAN	MELISSA	Substitute	125.00			125.00
MAGNONE						

MAKI	DALE	Coach	7,119.00		7,119.00
MALONEY	MARIANNE	Van Driver	17,428.60	165.44	17,594.04
MALONEY	JOHN	Van Driver	18,283.15	82.72	18,365.87
MALONEY	KATHERINE	Extended Day	6,749.12		6,749.12
MALVOSO	CAITLIN	Paraprofessional	110.76		110.76
MALZONE	NANCY	Paraprofessional	22,069.80	2764.30	24,834.10
MANCUSO	JOANN	Bus Driver	15,328.21		15,328.21
MANSON	BENJAMIN	Custodian	48,283.49	164.38	54,075.48
MARLBOROUGH	JESSICA	Extended Day	22,476.92		22,476.92
MATURO	RALPH	Coach	5,583.00		5,583.00
MCCARTER	JOANNE	Extended Day	27,021.31	4275.82	31,421.89
MCCOMB	TRICIA	Paraprofessional	1,033.75		1,033.75
MCCORMICK	SARAH	Paraprofessional	25,358.23	1065.00	26,423.23
MCGURK	ALYSSA	Paraprofessional	1,657.58		1,657.58
MEEK	JANE	Van Driver	18,620.75	1008.36	19,629.11
MIGA	KATHERINE	Extended Day	4,925.15		4,925.15
MODESKI-BUSH	JESSICA	Substitute	1,630.00		1,630.00
MOFFATT	TAMMY	Paraprofessional	25,438.82	8715.56	34,665.88
MOHAMED	ASHRAF	Bus/Van Monitor	22.49		22.49
MORAN	STACEY	Extended Day	3,996.95		3,996.95
MOULTON	DORI	Title 1 Para	11,640.62		11,640.62
MULLALLY	CHERI-ANN	Sch Secretary	40,765.98	5887.00	47,209.18
MULLANEY	ERICA	Clerk	24,355.84		24,355.84
MULLEN	NICOLE	Substitute	1,187.50		1,187.50
MUNICHIELLO	CLAIRE	Paraprofessional	660.00		660.00
MUNICHIELLO	ERIN	Paraprofessional	12,016.11	14575.67	26,591.78
MURPHY	CINDY	Paraprofessional	21,228.07	2085.33	23,313.40
NAIR	SHALINI	Substitute	10,050.00		10,050.00
NEALON	KATIE	School Tutor	9,922.50		9,922.50
NEVILLE	FATIMA	Paraprofessional	772.00		772.00
NOONAN	JEANNE	Extended Day Director	79,478.65		79,478.65
O'BRIEN	JASON	Coach	5,783.00		5,783.00
O'CONNELL	KRISTINA	Substitute	785.00		785.00
O'CONNOR	PAUL	Van Driver	1,496.66	248.16	1,744.82
OLSON	DANA	Custodian	45,488.36	673.11	49,031.77
OLSON	DALE	Custodian	7,908.04	111.11	8,019.15
PAGE	WILLIAM	Van Driver	2,268.25	629.04	2,897.29
PANASUK	STUART	Coach	3,930.00		3,930.00

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PARDI	DIANDRA	Substitute	1,260.00		1,260.00
PEARSON	ELIZABETH	Extended Day	3,187.50		3,187.50
PERKINS	JAMES	Coach	3,192.00		3,192.00
PEROS	ZOE	Extended Day	23,256.42	44	23,300.73
PHILLIPS	BARBARA	Cafeteria	24,442.27	357	26,061.40
PIZZI	KAREN	Paraprofessional	27,401.19		32,962.89
POSTLER	ROBERT	Custodian	70,100.68	2828	73,615.55
PROGRI	EDUARD	Van Driver	23,695.30		25,953.10
QUINZANI	KRISTIN	Extended Day	34,553.75	280	36,064.48
RAFFI	MICHELLE	Paraprofessional	946.25		946.25
REILLY	JUDY	Extended Day	29,397.14	27	29,424.49
RICE	DUANE	Bus Driver	21,809.16		24,215.76
RIDGEWAY	AMY	Substitute	1,440.00		1,440.00
RIGGS	PATRICK	Extended Day	5,023.04		5,023.04
ROBINSON	ARLETH	Substitute	450.00		450.00
ROGERS	LISA	Trans/Caf	36,024.86	5,870.13	43,125.71
ROJEE-TAILLEFER	ROBIN	Paraprofessional	25,324.38		28,590.63
ROSSI	DANIELLE	Paraprofessional	5,207.28		5,207.28
RYAN	CAROLYN	Extended Day	19,827.28	OT	19,849.78
RYERSON	JENNY	Substitute	1,650.00		1,650.00
SALISBURY	MARK	Coach	4,175.00		4,175.00
SARNIE	SUSAN	Clerk	28,314.00		28,720.56
SCAVONE	JAMIE	Substitute	5,990.00		5,990.00
SELTHER	LINDA	Substitute	12,225.00		14,923.66
SHANNON	ROBERT	Bus Driver	26,358.13		29,494.63
SHEA	JEAN	School Tutor	12,411.25		12,411.25
SHERIDAN	PATRICIA	School ABA Therapist	21,819.58		23,984.77
SHOCKLEY	JADE	Extended Day	3,614.25		3,614.25
SIMPSON	SUSAN	Paraprofessional	23,605.45		26,872.35
SINKS	STACY	Paraprofessional	24,163.84		27,129.44
SLOCUM	KATHRYN	Substitute	700.00		700.00
SMITH	RYAN	Summer Custodian	1,716.00		1,716.00
STRECK	KATHLEEN	Substitute	10,235.00		10,235.00
SUGRUE	HILLARY	Paraprofessional	7,280.00		7,280.00
SUMMERS	JOANNE	Paraprofessional	22,495.62	441.99	22,937.61
TALANIAN	ROGER	Substitute	1,300.00		1,300.00
TARARA-WOODS	GINA	Cafeteria	10,333.30	147.84	10,481.14
TENPREYRO-VIANA	LELIA	Substitute	1,200.00		1,200.00

TINGLEY	PAUL	Custodian	51,728.36	2181.25	6531	60,440.71
TINGLEY	BRYON	Custodian	47,626.88	192.87	10711	58,530.84
TIRRELL	DONALD	Lead Computer Tech	73,721.42	2135.84	2560	78,417.26
TOWNE	ANDREW	Custodian	37,897.45	166.24	5208	43,271.95
VAILLANCOURT	ALEXI	Extended Day	2,001.00			2,001.00
VILLANI	KATHY	School Payroll	50,755.13	75.00		50,830.13
VOLPE	SHAILEEN	Clerk	34,363.61		17	34,380.86
WAINWRIGHT	ANDREA	Cafeteria	3,229.44			3,229.44
WHALL	JAMES	Custodian	12,316.40		25	12,341.00
WHITE	PAMELA	Van Driver	16,034.87	1654.40		17,689.27
WHITE	ERIK	Cafeteria	9,290.33		1329	10,618.90
WHITE	SEAN	Summer Custodian	1,590.00			1,590.00
WHOOTEN	ZACHARY	Summer Custodian	288.00			288.00
WIERZBICKI	KATHRYN	Bus Driver	7,941.82			7,941.82
WORKS	JENNIFER	Extended Day	9,767.16			9,767.16
WORKS	JAMES	Summer Custodian	288.00			288.00
YOUNG	ALLISON	Paraprofessional	21,235.47			21,235.47
ZITOLI	OLIVIA	Para/Coach	17,042.58	3233.02		20,275.60
ZWICKER	CASSIDY	Extended Day	3,895.00			3,895.00
TOWN ADMINISTRATOR						
GUZINSKI	MICHAEL	Town Administrator	148237.06	12416		160,653.04
BOURET	KAREN	Operations Support Mgr	72943.83	750		73,693.83
CANESI	MAUREEN	Clerk	18864.13		153.90	19,018.03
FINANCE DEPARTMENT						
JOHNSTON	CAROL	Finance Director	82,499.97			82,499.97
BROE	DEBRA	Payroll Administrator	42146.02		92.60	42,238.62
MORIN	LISA	Asst. Town Accountant	44280.29	14158	11,300.66	69,739.34
ASSESSING DEPARTMENT						
DUMONT	PAULA	Assistant Assessor	83911.42	650		84,561.42
PEREZ-BACZKOWSKI	ELIZABETH	Department Assistant	39032.21			39,032.21
TREASURER/COLLECTOR DEPARTMENT						
SCANNELL	JENNIFER	Treasurer/Tax Collector	90311.23	650		90,961.23
SMITH FRYE	MARY	Assistant Treasurer	50030.50	650	5,971.86	56,652.36

MCNAMARA	MARSHA	Department Assistant	11,286.00		11,286.00
MILL	STACEY	Department Assistant	10,095.84		10,095.84
MORAIS-PEROBA	RAPHAELA	Department Assistant	14,381.84		14,381.84
SILVA	SUSAN	Department Assistant	10,342.08		10,342.08
TOWN CLERK					
HARDIN	LISA JANE	Town Clerk	12,412.56		12,412.56
SMITH	KATHLEEN	Assistant Town Clerk	51,485.60	750	56,860.84
VARA	SUSAN	Dept Asst/ Town Clerk	22,663.01		23,880.55
ACKERMAN	JUDITH	Election Worker	263.77		263.77
BAIMA	ANNE	Election Worker	1,091.26		1,091.26
BELL	MARY	Election Worker	60.00		60.00
BRYANT	BARBARA	Election Worker	274.91		274.91
CARLSON	KATHRYN	Election Worker	269.55		269.55
COAKLEY	CAROL	Election Worker	292.69		292.69
COLLINS	MARSHA	Election Worker	1,004.68		1,004.68
CONTE	SUSAN	Election Worker	275.34		275.34
DALY	HELEN	Election Worker	286.91		286.91
DIALEVI	PATRICIA	Election Worker	104.13		104.13
FERZOCO	SUSAN	Election Worker	476.76		476.76
FERZOCO	YOLANDA	Election Worker	281.13		281.13
FRASER	PAULA	Election Worker	275.34		275.34
GALBRAITH-TRUCHON	JOANNE	Election Worker	1,356.50		1,356.50
GANNON	JOANNE	Election Worker	1,044.98		1,044.98
GILLIS	PATRICIA	Election Worker	198.41		198.41
HILTON	BONNIE	Election Worker	797.28		797.28
HUBBARD	DIANE	Election Worker	231.40		231.40
LANNON	HERBERT	Election Worker	350.54		350.54
LIPSETT	MICKEY	Election Worker	375.40		375.40
LOCKLIN	SUSANNE	Election Worker	1,415.23		1,415.23
MCCAFFREY	CHRISTINE	Election Worker	1,434.73		1,434.73
MCCARRON	JANET	Election Worker	86.78		86.78
MCCOLL	CAROLE	Election Worker	1,062.33		1,062.33
MCMANUS	ANNE	Election Worker	96.00		96.00
NEVILLE	MARIA	Election Worker	257.56		257.56
NORTON	M. PAULA	Election Worker	350.11		350.11
PHILBEN	VICKIE	Election Worker	252.20		252.20
SCOTLAND	DONNA	Election Worker	84.00		84.00
			40,593.54	750.00	

SHEA	MARY	Election Worker	182.78	182.78
SIMPSON	MARY JANE	Election Worker	304.26	304.26
SITTA	NANCY	Election Worker	92.56	92.56
SIOGREN	PATRICIA	Election Worker	182.78	182.78
SKILLING	MARY	Election Worker	836.72	836.72
SPEARING	PATRICIA	Election Worker	304.26	304.26
STEPNER	ENID	Election Worker	1370.66	1,370.66
THOMPSON	PATRICIA	Election Worker	310.48	310.48
WALSH	MARY	Election Worker	572.72	572.72
WALSH	JANET	Election Worker	350.54	60296.6
				850.00
BOARDS/COMMITTEES				
STANDLEY	CAMILLE	Planning/Conservation/		
SUTHERLAND	AMY	Preservation Secretary	750	41,343.54
GILMORE	DEIRDRE	Zoning Board Secretary		3,931.80
		Finance Comm Secretary		1,653.52
TOWN BUILDING DEPARTMENT				
GREENO	SARAH	Building Maintenance		46,484.75
SIMS	PAUL	Building Maintenance	650	50,049.91
			3627	
			4,548.59	
RECREATION DEPARTMENT				
FOGARTY	KRISTEN	Rec Department Dir.	850	61,146.60
VARA	SUSAN	Dept Assistant/Rec		11,560.64
POLICE DEPARTMENT				
SOFFAYER	CHRISTOPHER	Police Chief	5050	149,665.35
LEAVITT	TRACY	Dept Asst II/Police	1167	27,218.64
ADAMS	PAUL	Patrol Officer	11975	85,084.31
AFIENKO	ROBERT	Patrol Officer	2836	72,041.53
BICKFORD	DALE	Patrol Officer	10892	2,160.48
DWYER	WILLIAM	Perm Intermittant Officer	330	1,124.46
FORSYTHE	ZACHARY	Patrol Officer	4109	6,679.28
GONZALEZ	ARCADIO	Patrol Officer	13841	48,538.44
GRAY	FARRAH	Patrol Officer	6150	19,784.48
MARAGGIO	ROBERT	Patrol Officer	19213	88,035.04
			18,823.50	11,461.72
			10,230.11	7,197.48
				83,366.87
				19,213.09

MAXANT	KRISTOPHER	Police Sergeant	84354.60	22327	22,227.22	20,923.64	154,898.36
MELSKI	NICHOLAS	Police Sergeant	80981.28	12276	14,594.51	72,251.51	180,103.36
NELSON	SEAN	Patrol Officer	62089.10	11684	12,549.02	5,603.36	91,925.30
OPANASETS	PETER	Patrol Officer	72834.56	6370	19,171.20		98,375.76
SHEARNS	JOHN	Police Sergeant	77087.57	21693	12263.52	65,707.11	176,750.82
SMITH	PAUL	Patrol Officer	72026.56	6594	11,125.68	78,179.02	167,925.14
SULLIVAN	MATTHEW	Patrol Officer	56037.54	3304	10,821.96	2,993.34	73,156.78
THOMPSON	CRAIG	Patrol Officer	49276.16	9570	12,320.86	20,641.64	91,808.66
TIBERI	DOMENIC	Police Sergeant	77721.61	36417	66,641.60	43,839.84	224,620.33
VOLPICELLI	COREY	Police Sergeant	76747.79	26628	10711.09	9,410.79	123,497.31
MACDOUGALL	ASHLEY	Matron/Lockup	198.40				198.40
VARA	SUSAN	Matron/Lockup	882.87				882.87
TRAFFIC SUPERVISORS							
PITMAN	ROBIN	Traffic Supervisor	9473.96	75			9,548.96
FALZONE	PETER	Traffic Supervisor	9662.25	75			9,737.25
MONROE	JOANNE	Traffic Supervisor	9,305.49	75.00			9,380.49
GORMAN	CLAIRE	Traffic Supervisor	9355.04	75			9,430.04
FIRE DEPARTMENT							
BARRETT	RICHARD	Fire Chief	118873.75	5501			124,374.79
ALGER	JOHN	Firefighter/EMT	71048.48	8648	2,971.86		82,668.77
BISHOP	CHARLES	Fire Lt./EMT	69508.56	4294	656.01		74,458.36
BRADBURY	GAVIN	On-Call FF/EMT	3220.00				3,220.00
CONRAD	ROBERT	Fire Lt./ALS	82806.11	32179	15,154.71		130,140.25
DONOVAN	MATTHEW	On-Call FF/EMT	5,721.54				5,721.54
ERRICO	ANDREW	On-Call FF/EMT	1800.00				1,800.00
FARRAGHER-GEMMA	ANTHONY	On-Call FF/EMT	6029.86	823			6,852.36
GILES	JAMES	On-Call FF/EMT		823			822.50
GOES	MANUEL	On-Call FF/EMT	1757.52	277			2,034.02
HENDON	MATTHEW	Firefighter/EMT	71032.70	28472	10,318.54		109,822.94
HLADICK	ANDREW	On-Call Fire Capt/EMT	8972.49	1009			9,981.49
HOWLEY	VINCENT	Fire Lt./EMT	78562.80	16698	6,782.58	401.04	102,444.18
KELLEY	JASON	Firefighter ALS	66177.74	32862	15,647.26		114,686.78
KENNIS	MATTHEW	On-Call FF/EMT	2840.00				2,840.00
LENEHAN	DENIS	On-Call FF/EMT	8602.96	4690			13,293.43
LOPEZ	KYLE	A	7228.64				7,228.64
PERKINS	LUCAS	On-Call FF/EMT	3100.49	277			3,376.99

PERKINS	DONALD	On-Call Fire Lt./EMT	3593.33	370	3,963.33
PIORKOWSKI	KAZIMIERZI	On-Call Fire Capt./EMT	3481.88	1009	4,490.88
POLIMENO	BRIAN	Firefighter ALS	76768.70	23168	107,332.00
SANTAFE	WILLIAM	On-Call FF/EMT	13346.27	11059	24,405.00
SCHULZ	WILLIAM	Fire Lt./EMT	75634.85	22652	104,840.98
SCOTLAND	MICHAEL	Fire Lt./EMT	69948.73	12368	85,937.90
SHAW	PAUL	Firefighter/EMT	70298.59	30453	109,636.58
SULLIVAN	JOSEPH	Firefighter ALS	45107.28	19198	70,643.06
TYNER	STEPHEN	Firefighter ALS	67599.83	24323	103,655.08
WALLACE	ALAN	On-Call FF/EMT	5500.00		5,500.00
WENZEL	CAMERON	On-Call FF/EMT	5036.32	39769	48,189.17
DISPATCH					
ANGEL	TYLER	Dispatcher	2149.20		2,149.20
BOLDUC	JASON	Dispatcher	1576.08		1,576.08
CAHILL	ROBIN	Dispatcher	52830.56	4554	77,718.27
CONLEY	KEVIN	Dispatcher	42808.08	933	52,743.79
CURTIN	PAUL	Dispatcher	14299.59		14,299.59
DICLEMENTE	CHARLOTTE	Dispatcher	214.92		214.92
GIRARDO	ALYSSA	Dispatcher	1271.61		1,271.61
KEARNS	PAUL	Dispatcher	52022.74	3468	80,729.99
LOPEZ	JAMES	Dispatcher/Int Detail	9650.82		35,681.76
MCLAUGHLIN	JOHN	Dispatcher	42640.88	2368	9,920.74
RODAS	CLAUDIA	Dispatcher	8332.56		60,655.13
WOSNY	ASHLEIGH	Dispatcher	1396.98		8,332.56
ZITOLI	COLBY	Dispatcher	6140.37	645	1,396.98
BUILDING DEPARTMENT					
GIAMPIETRO	MICHAEL	Building Inspector	87672.00	2568	90,239.50
BYRNE	DAVID	Electrical Insp	1137.91	27219	28,356.50
COAKLEY	JAMES	Dep Wiring/Plumb Insp		1377	1,377.49
COSTELLO	TIMOTHY	Gas/Plumbing Insp	1280.00	22941	24,220.91
KAUR	GUNBHUSHAN	Clerk	6538.43		6,538.43
PELLETIER	GARY	Asst Building inspector	200.00	24190	24,389.73
RAND	ELIZABETH	Department Assistant	24702.63		24,702.63
ROSE	JOHN	Bldg/Plumb/Wire insp		617	617.49
SWEET	JENNIFER	Dep Wiring Insp	520.00	4790	5,310.00

SEALER WEIGHTS & MEASURES

ALLSHOUSE	W.	Sealer Weights & Measures	3183.00	3183.00
ANIMAL CONTROL				
HAMELIN	BRENDA	Animal Control Officer	4070	7,146.60
MALLETTE	ERIN	Dep Animal Control		68,832.50
BAILEY	KAYCEE	Dep Animal Control		5,465.99
				3,584.66
DPW DEPARTMENT				
MCKAY	JAMES	Director	5512	124,655.94
BUSSAGLIA	MARK	HEO/Laborer		5,444.36
CLINTON	JOSEPH	HEO/Laborer		52,565.75
DONOVAN	MATTHEW	HEO/Laborer		57,783.44
EARL	ERIC	HEO/Laborer		10,431.07
FARRICY	FRANCIS	HEO/Laborer		63,069.61
GALLAGHER	MARIE	Department Assistant		48,146.63
GERACI	DANIEL	Seasonal		23,438.40
GILMORE	DEIRDRE	Department Assistant	750	10,507.48
HILLERY	MICHAEL	HEO/Laborer	9912	2,274.24
KANDOLA	KEVIN	Mechanic	8090	10,966.00
LOPEZ	KYLE	HEO/Laborer		19,551.28
MAIN	STEPHEN	HEO/Laborer	1000	18,034.70
MAIN	ZACHARY	Seasonal		5,167.13
MCCOLL	KENNETH	Seasonal		64,955.30
MCDONALD	SHAWN	HEO/Laborer	784	3,667.44
MCKENNEY	RONALD	Water/Sewer Tech	10159	2,208.26
POZNIAK	JAKE	Seasonal		8,191.58
RACHMACIEJ	DAVID	General Foreman	10087	533.98
ROLLINS	ALEXANDER	Seasonal		22,058.06
SOSA WAGNER	RYAN	HEO/Laborer	8117	27,904.20
WANDERS	JONATHAN	HEO/Laborer	700	2,373.12
				104,580.18
				72,324.47
				73,276.08
BOARD OF HEALTH				
MCVEIGH	JOHN	Director		77,667.65
KIGGEN	JENNIFER	Department Assistant		28,663.64
MCLAUGHLIN	ROBIN	Public Health Nurse	294.32	5,149.30
HOCKMAN	MICHELLE	Public Health Nurse		4,543.50

COUNCIL ON AGING

LANNON	HERBERT	Transportation	302.35	302.35
LAFORENIERE	CAROL	Outreach	11,447.88	11,447.88
KAUR	GUNBHUSHAN	Clerk	17,949.37	17,949.37
POYNOT	REBECCA	Outreach	1,552.52	1,552.52
KAYO	PATRICIA	Director	60,944.60	60,944.60
HOLMES	ALBERT	Transportation	1,295.30	1,295.30
MC MILLIAN	BRADFORD	Transportation	5,683.99	5,683.99
SMITH	ALLISON	trans coord/seasonal	1,076.63	1,076.63
DALY	ROBERT	Transportation	5,190.68	5,190.68
PUOPOLO	MAUREEN	trans coord/reception	6,400.37	6,400.37

VETERANS AGENT

HARRIS	CYNTHIA	I	10,712.00	10,712.00
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LIBRARY DEPARTMENT

TOLSON	KIMBERLY	Library Director	73,583.95	73,583.95
ALLISON	SUSAN	Library Assistant	155.30	155.30
APPELBAUM	REBECCA	Library Assistant	16,521.73	16,521.73
BORST	KIMBERLY	Library Asst/PBC Asst	18,790.02	18,790.02
BROOKS	DONNA	Library Assistant	19,544.02	19,544.02
BUSA	DIANE	Library Assistant	266.22	266.22
CARNEY-PHILIPS	MARY	Library Page	6818.92	6,818.92
DAVIS	ESTHER	Head of Circulation	35,021.78	35,021.78
FERRANO	LORRAINE	On-Call	547.24	547.24
MORTIMER	KAREN	Library Page	9,634.95	9,634.95
SILVERMAN	RACHEL	Children's Librarian	53,564.63	53,564.63
TODESCA	JEAN	On-Call	406.73	406.73

ANNUAL TOWN REPORT 2019
ANIMAL CONTROL OFFICER-MILLIS



The department received and acted upon 1,342 calls for services this year.

The Animal Control Department continues to have 24-hour coverage with one Full time ACO and 1 Assistant alternating weekends and holidays.

Rabies is still a significant risk in the area, we would like to remind you that it is very important to keep your animals vaccinated even if they are “indoor” animals, and it is the law- **WILD ANIMALS CAN AND DO GET INTO YOUR HOUSE**. Please remember that if you feed animals outside, you risk “inviting” unwanted wildlife and feral cats to your house increasing the risk to your family and your animals.

The Department would like to thank everyone who used the “new” donation box located at Town Hall to donate blankets, toys and food to the kennel as always it was greatly appreciated.

During the 12-month period from January 1, through December 31, 2019 detailed logs were kept reflecting all calls received and acted upon by the Animal Control Department. A total of 1,342 calls, with 591 in Millis and 724 from Medway, and 27 calls to assist neighboring towns, the following is an **overview** of the calls handled in Millis:

INFORMATIONAL:	62
DOGS:	
PICKED UP	25
REPORTED LOOSE	48
REPORTED LOST	14
BARKING	17
BITES	20
ADOPTED/ TURNED OVER	
TO HUMANE SOCIETY	0
EUTHANIZED	0
REPORTS OF CRUELTY	3
QUARANTINES	18
HIT BY CAR REQUIRING	
MEDICAL TREATMENT OR DIED	2
LICENSED IN 2019	1,008
CATS:	
PICKED UP	30
REPORTED LOST	24
REPORTED STRAY/FERAL	6
ADOPTED/ TURNED OVER	
TO HUMANE SOCIETY	28
EUTHANIZED	2
QUARANTINES	5
HIT BY CAR REQUIRING	
MEDICAL TREATMENT OR DIED	2
BITES/SCRATCHES	0
WILD ANIMAL CALLS	79
WILD ANIMAL REFERRALS	23
ROAD KILLS PICKED UP	45
DEER HIT BY CARS	15
LIVESTOCK CALLS	8

I would like to thank all the Town departments for their assistance and cooperation, especially the Police Department, DPW, Selectmen’s office and Town Clerk.

Respectfully submitted,

Brenda Hamelin, Animal Control Officer

MILLIS SELECT BOARD – 2019 TOWN ANNUAL REPORT

Inscribing the Chapter of 2019 in the annals of Millis's 135th incorporated year begins with a salute for the "sweat equity" contributions of community volunteerism. While that phrase is most often a colloquialism associated with house building or business start-ups, the sentiment behind the phrase underscores how neighbors old and new have indispensably advanced unprecedented change for Millis. To those who have served in elected, appointed or any volunteer capacity across more than 30 town committees and boards, we sincerely thank you and acknowledge your contributions. Your imprint is forever part of Millis's future.

Millis-Clicquot as a national landmark, is treasured for its friendly, multi-generational lifestyle with increasing modernity. In the year past, all town leadership, volunteers working alongside professional staff, felt the full-throttle pressures for Millis to adopt new municipal management practices.

The Millis Select Board, supported by the Town Hall team led by Administrator Mike Guzinski, responded with determined actions of public accountability with decision transparency. Our work was anchored by new FY20 Goals, many of which are now either completed or well on their way to being so.

Among the progress achieved in fulfillment of the Select Board's FY20 Goals:

- Improved communications: We instituted new public meeting presenter standards in partnership with the Planning Board to be more visual and installed a large TV monitor to better display information for residents. The new Website & Communications Committee launched a new town website and we are poised to connect it to our town's first official, outbound social media channels.
- Increased community engagement: "Sunshine" or daytime Select Board meetings were introduced to attract more resident attendees and cable TV viewers. New Town Meeting, IT, and Charter Review Committees were established to recommend improvements to government structure and resource sharing. A Town Clerk's Office Study was completed which affirmed current staffing levels and recommended operational improvements for constituent service.
- Established economic development as a management function: The over-reliance upon a residential tax based compelled our board to appoint the town's first Economic Development Committee and to establish our first Economic Development/Planner director to anchor these proactive marketing efforts. The committee hosted Peter Milano, the State's Sr. Economic Development Director, to share interests of grant and growth targets. After twenty years, Millis will update its Master Plan as the document that defines strategic priorities going forward.
- Converted state legislation into new revenue: Aided by a dedicated resident committee, our board negotiated a Host Community Agreement as the gateway for CommCan, the first of

two approved cannabis businesses that bring new revenue, employment and taxes to Millis. These funds are intended to offset community impacts, for which our board instituted an application process by departments. Throughout we worked closely to issue a cadre of licensing documents with Rosenfeld family ownership group, whose Millis lineage is deep and includes the first woman to lead this board. Her collection of town artifacts can be enjoyed in the Town Hall. In 2020, in an effort to widen appeal to women and to inspire girl leaders of the future, Millis voters will be able to finalize the decision at the Town Election to permanently change our name to Select Board.

- Fortify DPW capabilities to do more: Town Meeting approved a much-needed replacement DPW garage facility at the Transfer Station. A myriad of unfunded environmental compliance mandates has pushed cost burdens onto the taxpayer. Our board and DPW Director Jim McKay continually collaborate to reinvent this department and equip it with the resources to be responsive to state permit requirements and resident expectations. As this goes to print, a consultant is checking our work for any recommendations to recalibrate labor across the three enterprise operational units.
- Instituted stronger financial management: Our board took a consistent and fiscally controlled approach to contract negotiations with the Fire and SEIU unions and with the Town Administrator, instituted our town's first-ever performance-based contract as a model for the future. We hired a new Director of Finance from the private sector, instituted the new Town Accountant role, and enter 2020 pushing to complete the mammoth conversion of the School Department to the MUNIS municipal finance platform that will provide spending transparency in real-time through the ClearGov portal. We assigned our new Town Assessor with bringing new tax financing programs to eligible residents.
- Leveraged grant funding: Millis has worked with state legislators (Reps. Shawn Dooley, David Linsky and Sen. Rebecca Rausch) to bring in much-needed grant funds. Among their impacts: municipal IT improvements, COA van, road construction, environmental vulnerability, hazard mitigation, and building repairs and future-directed functional studies.
- Millis marked the VFW Post 108's centennial with tributes in recognition of the Greatest Generation and we will thank the Millis Lions for seventy-five years of community service in 2020. In 2019, painting the Animal Control facility at the Transfer Station was the Millis Leo's community project, bringing kids with gusto and early signs of leadership at a place indispensable to the good work of our Animal Control Officer, Brenda Hamlin.
- Supported historic preservation: The sparkling renovation of Niagara Hall was a volunteer group triumph (see Historical Committee and Conservation Commission synopses) and underscores the importance of preserving our town's heritage through stories told through architecture. Hometown architect Marc Prüfer contributed his expertise toward a proposal through which the town has hired specialist architectural firm to revenue-producing uses of the vacated historic Lansing Millis Building at 64 Exchange Street. Our board, in tandem with the Historical Committee, was successful in preserving the landmark town tower at 60 Curve Street as a marker of this commercial site where Clicquot Club Beverages once stood.

- Behind the scenes: there is a lot of action that occurs behind the scenes that involves our board, sometimes for sensitive and even emergency response decisions. In addition serving as liaisons across all 30 town committees, we participate in meetings of regional Selectmen, attend a variety of briefings and conferences for sharing of government best practices, and are quietly involved in efforts to modernize our government. Our board was successful in working with our legislators to dislodge a ban that would have pushed out the first layer of asphalt on Orchard Street owing to an ill-timed statewide ban of the former Columbia Gas.

Through it all, there were vigorous debates between friends and neighbors about how to maintain unique, natural character of our town and make resources available for the widest community enjoyment. Of course there are too many volunteers to mention, but to the extent you see yourself in the mirror through these standouts, we hope you hear, loud and clear, that your time, talent and commitment to Millis is invaluable.

In 2019 there are kudos due to neighbors like **Geri Sprague**, who followed up her founding of the Millis Educational Resources Initiatives Team (MERIT) educational foundation almost 30 years ago (!), with the Millis Plastic Reduction Initiative. This year Geri and a core team of energetic residents educated our town and led the successful passage by Town Meeting of a Select Board-sponsored bylaw that will curtail use of single-use plastic bags by Millis businesses.

If you participate in our town's Annual Beautification Day and are borrowing a gardening tool to clean out public gardens and pathways, check to see if it has the name **Bill Lawson** etched on the handle. Bill has been a fixture of this town right of spring since memory, in addition to countless years of service through the Millis Lions.

Imagine 15 years of chaperoning ski trips, spray lining grass fields, training referees and team volunteers, overseeing town league sports team drafts and managing equipment for Dept. of Recreation... all for a t-shirt! Next time you see **Steve Cassidy** on the sidelines of a field or as coach to the Millis High School Lady Mohawk' basketball program, give him a high-five.

Unsung heroes often operate unobtrusively, because their service occurs in the most devastating of circumstances. Departing **Millis Fire Chaplain the Rev. Jennifer Munroe Nathans** has been a restorative phone call away in times of unfathomable community need. Her impact and helpfulness have extended to other fire departments when their call of heroism was their last. She sets a high bar for her successor.

Through his delicious Millis Marmalade, **Brooks Corl** brings a smile to many local families. His sunny face is reliably present through the Friends of the Council on Aging, The Millis Fund, the Charles River Chorale. By night he works at Millis Community Media, making his presence at Town Hall almost guaranteed. He deeply cares about Millis and the experiences of our over-55 residents.

Erin LeBlanc cheerfully rallies our early teens to paths of productive civic service and strong self-esteem. She teaches mentoring to high school students and puts these lessons into action by coordinating monthly monitored social gatherings (no cell phones) between them and middle school students. What emerges are venues of kindness, purpose with a critical social bridge for the intimidating leap into high school. These teens become early leaders of social impact, championing fundraisers benefitting the Millis Food Pantry and fallen firefighter funds that spanned Worcester to the Australian bushfires. Her eldest daughter Teagan is now a counselor for the Millis Police Summer Leadership Camp.

Finally, our advance congratulations to **Sammuel Lange**, who will soon join the pantheon of Millis Eagle Scouts, in part for his creative solution to a very real problem: mosquitoes. Sammuel built and erected new bat houses throughout town. In part he led community building workshops and presented his knowledge of this environmentally friendly solution with the confidence of a professional.

These residents are Millis in action, and with you among them, are the advantage of having a tight community. The welcome mat for your involvement in your town is wide and long. No prior experience on a board or in a government procedural role is required and as you can read from these stories, you can match your contributions to your skills and interests.

Millis concluded 2019 as it began: looking to the future. Our appointed Charter Review Committee is providing public thought leadership to ensure that our town government is smartly structured to meet resident expectations and business needs. The Select Board, as its name is will show on the Spring 2020 Election ballot to make it permanent, is a community leadership group of high trust. We are your neighbors, friends and family. We pay the same taxes and care deeply about the same issues. Our meetings are open invitations to participate in the decisions today that will impact our town of the future.

On a personal note, it has been an honor and a privilege to serve as only the fifth woman elected to this board. I wish to thank the entire Millis community, our highly dedicated town employees and my board colleagues past and present. Our spouses, who are also town volunteers in their own rights, understand the time commitment involved in trying to make a difference. Wishing our entire Millis community health and prosperity in the coming decades.

Respectfully submitted,

A handwritten signature in black ink that reads "Loring Barnes". The signature is written in a cursive, flowing style.

Loring Barnes Edmonds, Chair 2019 - 2020
Town of Millis Select Board

**Board of Assessors
Annual Report for FY2019**

Millis had a single tax rate of \$18.70 for Fiscal Year 2019.

Millis' Fiscal Year 2023 re-certification program is in progress. The State has changed the triennial recertification program to a 5-year program. The process to bring all towns to a 5-year recertification took place over a three-year period, with some towns being re-certified in 3 or 4 years. Millis' last recertification was Fiscal Year 2018. To meet the requirements for recertification the Assessor's Office will continue property inspections throughout town. The inspections verify the Assessor's Office has the correct property information. This would include the total square footage (exterior), interior information (including finished basements) and other property improvements (pools, sheds and other exterior improvements). The inspections are triggered for various reasons including sales in the previous calendar year, properties with permits and if a property has not been inspected in the past ten years. The Bureau of Local Assessments requires that a periodic data inspection program provide for the inspection of each parcel at least once every ten years, this is a change from the previous 9-year period. The Assessor's Office and The Board of Assessors would like to thank the property owners for their cooperation when inspections are requested.

Town Maps are available on the Town's web site www.millis.org. Property record cards can be found by using the Town's Mapping System.

The Town offers various exemptions to eligible property owners; please contact our office for more information. Various information and exemption forms are available on the Town's web site www.millis.org.

Fiscal Year 2019 Tax Classification

Tax Classification	Assessed Values	Percent of Tax Levy
Residential	\$1,088,411,672	90.6983
Open Space	0	0
Commercial	\$68,465,508	5.7053
Industrial	\$17,542,820	1.4619
Personal Property	\$25,614,920	2.1345
Total	\$1,200,034,920	100.00

Fiscal Year 2019 Average Single-Family Tax Bill

Number of Single-Family Parcels	2,211
Assessed Value of Single-Family Home	\$393,253
Average Single-Family Tax Bill	\$7,353.83

Paula Dumont retired November 1, 2019 after more than eight years as the Assessor for the Town of Millis. We appreciate her ability assessing property, her hard work to update office procedures and keep the office running smoothly. We wish Paula a happy retirement!

Respectfully Summited,
Teri Gonsalves, Town Assessor
Ellie Baczkowski, Department Assistant

Millis Board of Assessors:
Robert Venear, Chair
Lisa Hardin
Brutus Cantoreggi

TOP 10 TAXPAYERS FOR MILLIS

Name	Total Value
Toll Limited Partnership	\$27,620,200
Stonebrook Apts	\$17,797,600
Millstone Common Inc	\$14,899,900
Tresca Brothers	\$8,403,000
Whelan William- Trustee	\$5,033,600
C & A Realty Trust	\$4,195,900
Malevich LLC	\$3,293,200
Sikh Dharma of Mass Inc	\$3,079,300
Gaita Jerry Nexgen Realty Trust	\$2,868,200
Acorn Millis	\$2,762,040

BOARD OF HEALTH Annual Report 2019

Public Health Director:	John McVeigh, MBA, CHO, RS
Public Health Nurse:	Emily Dellaglio, RN
Administrative Assistant:	Jennifer Kiggen
Board of Health Chair:	Kathleen Lannon, RN, MS
Member:	Jaikaur LeBlanc
Member:	Matthew Fuller, PHD

The Health Department staff consists of a part-time Nurse, a part-time Administrative Assistant and a full-time Director. The Director reports to the Board of Health, which consists of three, Town-elected members. Our mission and responsibility are to protect the community by creating and maintaining conditions that keep our people healthy. Licensing, permitting, health surveillance, health promotion and emergency preparedness are several key components of our efforts.

Licensing

In 2019, the department processed 137 business licenses to food establishments, septic installers, septic haulers, trash haulers, hazardous material storage facilities, public and semi-public pools, tanning establishments and body art establishments. State and local government require that these licenses be renewed annually. The department generated \$22,075 in revenue from the issuance of licenses.

The following is a list of notable licenses issued in 2019:

Food Service (All)	60
Hazardous Materials Storage	24
Septic Installers	19
Septic Haulers	16
Tobacco	8
Trash Haulers	6
Swimming Pools (public & semi-public)	2
Body Art Practitioners	2
Body Art Establishment	1
Funeral Director	1
Tanning	0

Permitting

The department issued 92 permits in 2019. These permits were issued for camps, the construction of private septic systems, the abandonment of private septic systems, installation of private swimming pools, beaver management and site developments that exceed Environmental Health Impact Report (EHIR) thresholds. Unlike licenses, permit applications are received from residents throughout the year as needed. The department generated \$9,217.60 from the issuance of permits.

The following is a list of notable permits issued in 2019:

Septic system construction permits	31
Temporary food event permits	17
Soil testing (both septic and stormwater) permits	20
Septic abandonment permits	6
Septic Plan reviews	31
Title V reviews	11
Residential swimming pool construction permits	7
Beaver management permits	0
Permit to raise domestic fowl	2
Camp permits	2
Environmental Health Permits	2
Private Wells	1

Health Surveillance

The department conducted routine inspections of food establishments, recreational camps, public swimming pools, hazardous waste storage facilities, and tanning facilities. In 2018, the department conducted 54 food establishments inspected twice a year, 2 swimming pool inspections and no camp inspections.

The department responded to the community's complaints of air quality, noise, odor, trash, dust and other nuisances. In 2019 the department investigated 10 housing related complaints, 1 food related complaints and 18 environmental complaints (noise, trash, air quality).

Tobacco Related

The Department routinely deals with tobacco related issues including compliance checks on all town vendors. The Health Department was involved in the new vaping concerns and enforced subsequent regulations that the State enacted to protect the public health.

Emergency Preparedness and Health Promotion

Emergency Preparedness

As required by the United States Centers for Disease Control and Prevention, (CDC) and the Office of Preparedness and Emergency Management (OPEM) the department continues to be involved with Bioterrorism and Emergency Preparedness planning. The department is actively involved in the Local Emergency Planning Committee and with the Health and Medical Coordinating Coalition Region 4AB.

The department also leads a group of local volunteers that are committed to assisting the community in the event of a natural or manmade emergency. The Millis Medical Reserve Corps (MRC) is comprised of both medically trained and non-medically trained residents. Residents interested in joining the MRC are urged to call the department at (508) 376-7042. Information about the regional MRC can be accessed online at: <http://region4a-ma.org/MRC>

Health Fair and Flu Clinics

The Millis Health Department continued its commitment to the prevention of communicable disease with several fall Flu Clinics in 2019. A Flu Clinic for ages 8 years and over along with a Health Fair was held in the Veterans Memorial Building on Saturday, November 9, 2019. The department wishes to thank the Millis Lions Club, Millis Fire, Millis Police, Council on Aging, Norfolk County Sheriff's Office, Norfolk District Attorney's Office, Elder Dental Program, MRC, and the Norfolk County Mosquito Control for participating in the Health Fair.

A second clinic for those 8 years of age and over, was held on Saturday, November 30th 2019 in the Veterans Memorial Building.

MRC volunteers assisted at the flu clinics by administering flu shots and by helping with paper work and clinic traffic flow. The well-attended flu clinics would not be possible without the help of these volunteers. The department wishes to extend a sincere thanks to our dedicated MRC volunteers.

The Town's Public Health Nurse also hosted clinics in her office to accommodate people unable to attend the weekend clinics. Several afternoon clinics were held to vaccinate town employees and students.

All flu vaccine was provided free of charge to residents regardless of insurance status. A total of 306 doses of flu vaccine were distributed this past season.

Annual Rabies Clinic

The Town ran its annual Rabies Clinic at the DPW garage on April 6th 2019. There were 55 dogs and cats vaccinated and \$550 in fees collected.

Collaboration with Town Agencies

Working with various Town boards, departments and committees, the department worked to promote healthy living in the community.

Representatives from the department were active participants in the Drinking Water Committee, the Local Emergency Planning Committee, the Master Planning Implementation Committee, the Safety Committee and the Sewer Study committee.

Responsible Disposal of Household Hazardous Waste

The department continued to collaborate with Millis Public Works Department, the Norfolk Recycling Center and Wheelabrator Technologies, Inc. to provide environmentally safe means of household hazardous waste disposal.

For an established fee, Millis residents were allowed to obtain a visitor's pass for the disposal of common household hazardous waste items at the Norfolk Recycling/Transfer Station from April 1st through September 30th. This program will continue in 2020.

Working with Wheelabrator Technologies, Inc. the department offered Millis residents an opportunity to drop off mercury switches, thermostats and thermometers at our office for recycling. This program will continue in 2020.

Responsible Disposal of Household Medical Waste and unwanted Prescription Drugs

The department continued to collaborate with the Millis Fire and Rescue Department to provide residents an opportunity to dispose of used medical sharps. This program will continue in 2020. Residents are encouraged to bring used medical syringes to a kiosk located in the Fire Station.

Residents are encouraged to remove and discard unwanted prescription drugs from their homes. Drug drop boxes are located in several neighboring communities. The drop box is located at the Millis Police Department Lobby free of charge, and allows an environmentally safe means of disposing of unwanted drugs. The following website offers a comprehensive list of drug drop boxes available for use: <https://www.mass.gov/service-details/find-a-waste-medication-kiosk> The department will be happy to help locate the nearest drop box for residents. Please call (508) 376-7042 for assistance.

Food Related

Throughout the year the department was notified of food recalls through the Health and Homeland Alert Network (HHAN). Once notified, the department documented the recall, posted the information in Town Hall and contacted businesses distributing the recalled food items. For updated recall information: <https://www.fsis.usda.gov>.

In accordance with Federal/State food regulations, organizations that sell or distribute food items are required to obtain a Temporary Food Permit prior to their events. Foodborne illnesses are often caused by improper food preparation and storage. The department reviews temporary food permit applications for compliance with State food regulations prior to the issuance of permit. There is no fee required for these non-profit permits.

The Towns Health Department organized a Food Manager Certification course for area restaurants which was a great success.

The Health Department inspects all food service facilities twice a year and uses the Food Code as criteria. The inspector also checks grease trap logs to ensure timely and proper disposal.

The department issued 17 Temporary Food Permits in 2019.

Mosquito Control

The department serves as a liaison between the Norfolk County Mosquito Control District (NCMCD) and the Town. The NCMCD notifies the department of planned mosquito-control application activities. Once notified the department posts this information on the Town website.

The 2020 Larvicide spray schedule, when available, will be posted on both the Town website and the NCMDC website, www.norfolkcountymosquito.org. Residents are encouraged to request services or to opt-out of the spray application on their private property via the NCMDC website.

In 2019, the NCMCD continued to apply an Integrated Pest Management (IPM) approach to mosquito control. This approach included mosquito surveillance, water management, larval mosquito control and adult mosquito control. In an effort to reduce mosquito breeding areas in our community in 2019, the NCMCD investigated and where necessary cleared 26 culverts and 4,800 feet of drainage ditches. 168 Discarded tires were collected. 211 Acres of land were treated with aerial larvicide applications. 8.4 Acres of land were treated by hand applications of briquette and glandular larvicide. 4,894 Acres of land were treated with adult aerosol ultra-low volume adult mosquito applications from trucks. There was zero Virus Isolation in Town during 2019. There were 543 requests for service from Millis to NCMCD.

Because many species of mosquitos are found to breed in stagnant water, the NCMCD encourages people with unused tires to call the NCMCD for a free pick up and disposal of automotive tires.

Should a mosquito-borne virus be identified in Town, the department would work with the Millis School, Police and Fire and Public Works Departments to immediately notify residents. Reverse 911,

Millis Public Schools' listserv and message boards would all be utilized. The department would then work with the NCMCD and the Centers of Disease Control (CDC) to limit public exposure. Eastern Equine Encephalitis (EEE) was an issue in the region and late season dusk to dawn restrictions as well as aerial adulticide spraying were initiated.

Public Health Nurse Report

In addition to administrating vaccine throughout the fall season, the nurse is responsible for documenting all vaccinations and for seeking reimbursement for the cost of the program. Each vaccine dose is recorded as required by the Department of Public Health in the online network Massachusetts Immunization Information System (MIIS). The nurse submits insurance information for reimbursement from commercial plans and from Medicare. The Town received \$4,256.21 in reimbursements for the former season's flu vaccine administration. This money was used to purchase medical supplies, to fund sharps collection services for the Town and to finance the purchase of future vaccine.

Communicable disease investigation is an ongoing requirement of municipal health departments. The nurse uses the Massachusetts Virtual Epidemiologic online network (MAVEN) to investigate, report and follow-up on communicable diseases involving Town residents. Education of the public and prevention of further spread of communicable disease are important components of this mandate.

The following communicable diseases were recorded or investigated for the year 2019:

Campylobacteriosis	0
Influenza A&B	32
Babesiosis	0
Leginellosis	1
Hepatitis B	2
Hepatitis C	5
Lyme Disease	30
Tuberculosis (latent)	0
Strep Pneumoniae	1
HGA	3
Pertussis	2
Measles	1
Shigella	1
Salmonella	2
TOTAL	80

The nurse has presented "Health Topics" in the senior center and at the Housing Authority community room on several occasions. Information on various medical themes is presented and discussed with the seniors.

The Town's Public Health Nurse also hosted clinics in her office to accommodate people unable to attend the weekend clinics. Several additional clinics were held to vaccinate town employees at Clyde Brown Elementary, Millis High School/Middle School, and at the COA. Two follow-up mini clinics were also made available for vaccinations.

The nurse with the Board Chair attended a course and became a certified Trainer for the Stop the Bleed initiative.

The nurse with volunteers conducted health consultations, COA blood pressure screenings and referrals during her typical office hours: Tuesdays and Thursdays from 10-3:30 PM. Residents may call the office (508) 376-7042 or email the nurse at edellaglio@millisma.gov for an appointment to come in for these free services.

Respectfully Submitted,
John McVeigh, MBA, CHO, RS
Health Director

REPORT OF THE BUILDING DEPARTMENT
 Receipts from January1, 2019 - December 31, 2019 were:

Building permits \$436,844.00
 Wiring permits \$44,401.00
 Plumbing permits \$38,950.00
 Gas permits \$26,015.00

Total \$546,210.00

BUILDING DEPARTMENT –1347 permits were issued for all construction categories in 2019. The estimated construction value is \$ 37,651,616.00 as follows:

Permits Issued- 1347

New Residential Dwellings-	103
Alterations/ Additions-	80
Fire Call	8
Window/Doors/Siding/Roof-	90
Porches, Decks-	9
Swimming Pools-	10
Wood stoves, Fireplace inserts-	8
Commercial New-	3
Commercial Alterations-	21
Municipal	1
Signs-	12
Demolition-	6
Function tents-	2
106/304	8
Lost Card-	1
Sheet Metal-	55
Trench-	9
Fence-	1
Permits Amended	1
Insulation-	81
Foundation Only-	17
Solar Panels-	15

WIRING-	370
PLUMBING-	232
GAS-	222

The building department made approximately 2200 site inspections, responds to fire calls, conducts safety inspections, conducts inspections for compliance with the state building code, zoning enforcement requests, inspections for compliance with the state electrical code as well as plumbing and gas code, issues all permits, meets with licensee's, homeowners and the general

public. Provides customer service taking hundreds of phone requests and works with other town agencies.

I would like to thank the Board of Selectmen, all town departments and the residents of the Town of Millis for their support. The building department looks forward to the continued construction growth and the challenges for ensuring code compliance in the future.

The building department, under the Mass. Department of Public Safety, enforces 780 CMR Massachusetts Building Code, M.G.L. 40A The Zoning Act, Local Zoning by-laws, 521 CMR A.A.B. Regulations, Enforces Planning Board decisions, Zoning Board decisions, Storm Water Regulations, Trench Regulations, Assists with the enforcement of 310 CMR Wetland Protection Act, Enforces 527 CMR Massachusetts Electrical Code, 248 CMR Massachusetts Plumbing & Gas Code and other related regulations we also respond to various other requests.

A sincere thank you to Liz Rand our department assistant for her dedication to customer service and employees as well as Jenn Kiggen.

Respectfully submitted,

Michael Giampietro, C.B.O.
Building Commissioner/Zoning Officer/Deputy/ Wire Inspector

Gary Pelletier, Building Inspector

Jennifer Sweet, Wiring Inspector
Timothy Costello Plumbing/Gas Inspector
Jack Rose, Deputy Plumbing and Gas Inspector

Department Assistants, Elizabeth Rand & Jenn Kiggen

Capital Planning Committee Report – May 2019

The Capital Planning Committee is pleased to present the Town with our first annual capital planning report. As background, the Committee was established by the Board of Selectmen in August 2017 with the mandate of creating a long term capital plan for the Town of Millis which could help citizens attain a more complete understanding of expenditures that the Town may need to undertake in coming years. The Committee has worked with the Board of Selectmen, School Committee, Finance Committee, Town Administrator, department heads, and other key constituencies around town to compile and organize estimated capital needs for the Town over the next 10 years. Through this process, the Committee has identified approximately 150 capital items with total estimated costs of nearly \$50 million.

This report summarizes the Committee's recommendations for capital items for Fiscal Year 2020. For this fiscal year, the Committee reviewed 35 capital items identified by various departments as potentially needed in the coming fiscal year. The Committee asked each department head to categorize these items as either a high, medium or low priority, and to rank order the items within each of those categories. Based on this priority ranking, the committee then grouped the various capital items into 4 categories 1) highest priority 2) second tier of priorities 3) third tier of priorities and 4) deferred to subsequent year(s). A high-level breakdown of these requests is shown in the table below:

	# of projects	Total estimated cost
Highest priorities	9	\$4,616,950
Second tier of priorities	8	2,387,120
Third tier of priorities	6	155,250
Deferred to subsequent year(s)	12	2,642,994
Total	35	\$9,802,314

High priorities include a new DPW building, computers for the school, commissioning a feasibility study on the needs for the Town's senior center, a facilities audit for the Lansing Millis building and a new dump truck. Most of these highest priority items are on the Town Warrant under Articles 13, 14 and 19. Two of the highest priority items related to infiltration/inflow investigations & repairs and stormwater improvements and infrastructure have been deferred at this time, as the DPW works through a comprehensive plan on how to best approach these projects.

As there was some funding available to cover additional capital needs, the Committee worked with the Town Administrator to recommend an additional 4 capital items to be included in Article 13. These include improvements to the current Senior Center space, continuing ongoing work related to installing new lockers in the Middle/High School, new window shades for the Veterans Memorial Building, and improvements to the Town's information technology infrastructure, much of which will be funded by grants, with the Town only responsible for a fraction of the total cost.

It is noted that there are many capital needs that appear on the attached schedule that need to be deferred into the future when funding is available to proceed on these items.

As this is the first year that the Committee has compiled this information, we recognize that there are areas that will need to be further developed within the capital planning process, and as such, the Committee expects that the long term capital plan and the annual recommendation process will evolve over time to meet the needs of the Board, other relevant committees, department heads, and most

importantly, the citizens of the Town of Millis. The Committee is also working on a report that outlines the full 10-year capital needs for the Town that will be shared later in the calendar year.

We also note that the Committee currently has two positions open for additional members and would be happy to meet with any member of the community who might be interested in taking a seat on the Committee.

The members of the Committee are available to answer any questions regarding this report and we look forward to working with all interested parties on this important initiative.

Respectfully submitted,

Town of Millis Capital Planning Committee

Jonathan Barry – Chair

John Corcoran

Peter Jurmain

James McCaffrey

Kerri Roche

Capital Planning Committee Priorities for Fiscal Year 2020

Highest priorities			
Department	Description	Estimated cost	Comment
DPW	International Dump Truck	173,370	On Article 13
General	Facilities audit	115,000	\$30,000 of this item related to the Lansing Millis building is on Article 13.
COA	Senior center feasibility study	35,000	On Article 13
Fire	Turnout gear	23,680	On Article 13
School	Computer Replacement	20,725	On Article 19
School	Computer Replacement	49,175	On Article 19
DPW	DPW Facility	3,900,000	On Article 14
DPW	Infiltration/Inflow Investigations & Repairs	200,000	Project to be deferred until broader plan developed
DPW	Stormwater improvements and infrastructure	100,000	Project to be deferred until broader plan developed
	Subtotal	4,616,950	
Next tier of priorities			
COA	Flooring & Paint	3,000	On Article 13
VMB	New window shades	14,000	On Article 13
School	Engineering Study for Roof and for Mechanical system, including but not limited to boilers, control systems, air handlers, hot water, and HVAC at the Middle High School	100,000	Funds not currently available to proceed
DPW	Road Repairs	500,000	Funds not currently available to proceed
DPW	Dover Road Sewer Station	220,000	Funds not currently available to proceed
VMB	Keyless entry system	20,120	Funds not currently available to proceed
School	Curriculum & Instructional Materials	30,000	Funds not currently available to proceed
DPW	Dover Road Bridge repair	1,500,000	In discussions with State regarding cost and funding

	Subtotal	2,387,120	
Third tier of priorities			
School	Lockers	30,000	On Article 13.
Town administration	Annual IT upgrades	30,000	On Article 13. Project moving forward as significant additional funding was secured through a grant.
School	Furniture	30,000	Funds not currently available to proceed
School	Wireless Network	40,000	Funds not currently available to proceed
School	Scoreboard	20,000	Funds not currently available to proceed
School	Drinking fountains protection	5,250	Funds not currently available to proceed
	Subtotal	155,250	
Deferred items			
DPW	Volvo Dump Truck	120,000	
DPW	Ford 2600 Farm Tractor	52,000	
DPW	Compressor	11,000	
School	Vehicle Lease	89,999	
School	Vehicle Purchase	58,000	
School	Computer Replacement	6,795	
School	Smart boards	43,200	
School	Cooling Systems	50,000	
DPW	Walnut Hill Booster Station	300,000	
DPW	Stormwater Recharge Structures	40,000	
DPW	Walnut Street Water Tank	1,200,000	

DPW	Water System Master Plan	697,000	
General	Facilities audit	85,000	
	Subtotal	2,642,994	
Total capital items potentially needed for FY 2020		\$9,815,814	

Capital Planning Committee Report – November 2019

The Capital Planning Committee is pleased to present the Town with our capital planning report for November, 2019. The committee was established by bylaw in May of 2017 with the mandate of creating a long-term capital plan for the Town of Millis which could help citizens attain a more complete understanding of expenditures that the Town may need to undertake in coming years. The Committee has worked with the Select Board, Town Administrator, School Committee, DPW, Police, Fire and other town departments to compile the information provided in this report.

This report summarizes the Committee’s recommendations for capital items for the November, 2019 warrant. As part of this process, the Committee performed a detailed analysis and prioritized 20 capital items identified by various departments as items to potentially be funded in the next year to be presented to the Town as potential candidates for the warrant. The Committee worked with each department head to identify and prioritize projects and went through a process to rank the priorities for the various projects, which took into account such factors as public safety, integration with broader projects, and overall benefit to the Town. Based on this ranking, the committee then grouped the various capital items into four categories 1) highest priorities 2) medium priorities 3) lower priorities and 4) must fund items. A high-level breakdown of these items is shown in the table below:

	# of projects	Total estimated cost
Highest priorities	6	\$440,000
Medium priorities	7	169,000
Lower priorities	4	157,995
Must fund items	3	159,900
Total	20	\$926,895

High priorities include a new police car, gear for the fire department, repairing the boiler system at the middle/high school, an engineering study related to the roof and mechanical systems at the middle/high school, and an engineering study related to stormwater improvements on Village and Birch Streets. Most of these highest priority items are on the Town Warrant under Articles 4 and 5.

It is noted that there are many capital needs that appear on the attached schedule that need to be deferred into the future when funding is available to proceed on these items.

Since the Committee first compiled information on the Town’s capital needs, we have refined the prioritization process, however, we recognize that there are areas that will need to be further developed within the capital planning process, and as such, the Committee expects that the long term capital plan and the annual recommendation process will evolve over time to meet the needs of the Board, other relevant committees, department heads, and most importantly, the citizens of the Town of Millis. The Committee is also working on a report that outlines the full 10-year capital needs for the Town that will be shared later in the calendar year.

We also note that the Committee currently has two positions open for additional members and would be happy to meet with any member of the community who might be interested in taking a seat on the Committee.

The members of the Committee are available to answer any questions regarding this report and we look forward to working with all interested parties on this important initiative.

Respectfully submitted,

Town of Millis Capital Planning Committee

Jonathan Barry – Chair

Peter Berube

John Corcoran

James McCaffrey

Kerri Roche

Capital Planning Committee Priorities for November 2019 Town Warrant

Highest priorities			
Department	Description	Estimated Cost	Comment
Police	New cruiser	\$47,000	On Article 5 – note that amount shown on Article is first year lease cost
DPW	Road repairs for Main street	200,000	Deferred to a later date
Fire	Scott Airpaks and Bottles	30,000	On Article 4
School	Engineering Study for Roof and for Mechanical system, including but not limited to boilers, control systems, air handlers, hot water, and HVAC at the Middle High School	100,000	On Article 4
School	Repair boiler system	25,000	On Article 4
DPW	Engineering study for stormwater improvements on Village & Birch streets	38,000	On Article 4
	Subtotal	\$440,000	
Medium priorities			
School	Lockers	\$20,000	On Article 4
DPW	Intersection safety signs	13,000	On Article 4
School	New passenger bus	30,000	Deferred to a later date
School	Furniture	20,000	Deferred to a later date
School	Wireless network	40,000	Deferred to a later date
School	Curriculum & Instructional Materials	30,000	Deferred to a later date
Building department	New filing system	16,000	Deferred to a later date
	Subtotal	\$169,000	
Lower priorities			
School	Smart boards	\$43,200	Deferred to a later date
	Computer replacement for TV production	6,795	Deferred to a later date
School	Vehicle purchase	58,000	Deferred to a later date
School	Cooling systems	50,000	Deferred to a later date
	Subtotal	\$157,995	
Must Fund Items			
School	Computer lease – teacher laptops	\$20,725	
School	Computer lease – iPad replacements	49,175	
School	School bus lease	90,000	
Total		\$159,900	

**PROSPECT HILL CEMETERY
2019 ANNUAL REPORT**

- Prospect Hill Cemetery had 29 burials in 2019.
- Prospect Hill Cemetery sold 53 graves in 2019.
- The committee continues to review the existing Rules and Regulations to determine if they are meeting current, as well as foreseeable needs of the Cemetery.
- With the removal of dead trees in section D, Sheet # 5 and the sale back of lots to the Town, 33 new lots were sold in 2019. The sale of these lots were advertised and sold to direct abutters first and then on a first come first serve basis.
- The committee also inspects the Cemetery for physical conditions.
- Various areas in the cemetery had trees that were diseased or damaged due to storms and had to be removed or trimmed accordingly in 2019.
- Thank you to the people of Millis for their continued support given to keeping our cemetery the beautiful and historic treasure that it is today.
- The Millis Recreation Department again offered a program "Cemetery Stroll" this past Fall with Steve Main Millis residents learned the great history of the Prospect Hill Cemetery.

Respectfully submitted for the Cemetery Review Committee:

Members:	Marsha Collins	Ex officio: Steven Main
	John Doyle	
	Charles Vecchi	
	Jeffrey Mushnick	
	Catherine MacInnes	
	Loring Barnes Edmonds	
	James McKay	

2019 ANNUAL REPORT OF THE COMMUNITY PRESERVATION COMMITTEE

The Massachusetts Community Preservation Act (CPA) was adopted by the Town of Millis in 2006, when a one percent property tax surcharge was approved by Millis voters. These funds are to be used for open space, recreation, community housing, and historic buildings and landscapes.

The Millis Community Preservation Committee (CPC) consists of representatives from the Board of Selectmen, Conservation Commission, Historical Commission, Planning Board, Recreation Committee, Housing Authority, and three member-at-large citizens appointed by the Board of Selectmen. The purpose of the CPC is to review all project proposals, vote to approve or reject projects for submittal to Town meeting, and review the needs of the Town and make recommendations for the use of CPA funds. The CPC wishes to extend its thanks to Mr. John Northgraves for his years of service as Treasurer, who resigned from the Committee in June. Currently, there is an available member-at-large opening.

The CPC welcomes project proposals from any resident or group of citizens of Millis. The CPC developed guidance in March 2009 to assist Millis citizens in developing proposals. This document/application may be downloaded from the Town of Millis Community Preservation Committee website.

The CPC has funded several projects through the approval of Town Meeting. In 2019, projects included appropriating \$2,390.00 for framing reprints from the previously approved Currier & Ives Lithographs from "The Life of a Fireman" series, and \$250.00 for Ms. Emma Barry for digitization and preservation of part of the Hindy Rosenfeld Collection. This digitization project was part of Ms. Barry's Girl Scout project and the CPC wishes to extend its thanks to her for a job well done! The continued repair/restoration of Niagara Firehouse is ongoing.

All Millis residents are welcomed to attend our meetings to discuss ideas and/or project proposals. The CPC generally meets on the first Thursday of each month. Meetings are posted at the Veterans Memorial Building and the Town of Millis website. Please visit our website for additional information and regularly posted agendas and meeting minutes at: <https://www.millis.org/community-preservation-committee>

Respectfully submitted,

The Millis Community Preservation Committee:

Nathan Maltinsky, Chair (Historical Comm.)	Dave Baker (Member at Large)
Wendy Barry (Member at Large)	Pam Mustard (Recreation Comm)
Loring Barnes Edmonds (Select Board)	James McKay (Planning Board)
Ray Normandin (Housing Authority)	
Anne Rich (Conservation Commission)	
Camille Standley, Administrative Assistant	

THROUGH 12/31/19

TOTAL CASH RECEIVED FY 2008	\$101,695.01
TOTAL CASH RECEIVED FY 2009	\$179,671.27
TOTAL CASH RECEIVED FY 2010	\$145,237.14
TOTAL CASH RECEIVED FY 2011	\$138,468.83
TOTAL CASH RECEIVED FY 2012	\$137,684.53
TOTAL CASH RECEIVED FY 2013	\$142,525.75
TOTAL CASH RECEIVED FY 2014	\$178,900.71
TOTAL CASH RECEIVED FY 2015	\$164,736.51
TOTAL CASH RECEIVED FY 2016	\$169,675.91
TOTAL CASH RECEIVED FY 2017	\$169,543.82
TOTAL CASH RECEIVED FY 2018	\$177,319.91

TOTAL LIFE TO DATE	1,705,459.39
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FY 2019	06/30/18	appropriation	transfer	12/31/18
RESERVED FOR OPEN SPACE	\$53,735.05	\$17,300.00	\$0.00	\$71,035.05
RESERVED FOR HISTORIC RESOURCE	\$42,344.37	\$17,300.00	\$0.00	\$59,644.37
RESERVED FOR COMMUNITY HOUSING	\$71,956.00	\$17,300.00	\$0.00	\$89,256.00
BUDGETED RESERVE	\$0.00	\$80,000.00	\$0.00	\$80,000.00
UNDESIGNATED FUND BALANCE 6/30/18	\$381,027.56	\$0.00	\$0.00	\$381,027.56
TOTAL	\$549,062.98	\$131,900.00	\$0.00	\$680,962.98

FY 2019	07/01/18 BUDGETED	EXPENDED	12/31/18 AVAILABLE
OPERATING BUDGET			
SALARY BUDGET	\$4,238.50	\$1,878.75	\$2,359.75
EXPENSE BUDGET	\$4,238.50	\$0.00	\$4,238.50
LONG TERM DEBT PRINCIPAL	\$25,000.00	\$25,000.00	\$0.00
SHORT TERM DEBT PRINCIPAL	\$0.00	\$0.00	\$0.00
LONG TERM DEBT INTEREST	\$13,075.00	\$6,725.00	\$6,350.00
SHORT TERM DEBT INTEREST	\$0.00	\$0.00	\$0.00
SUB-TOTAL	\$46,552.00	\$33,603.75	\$12,948.25

ARTICLES

CONTINUE REPAIRS ON NIAGARA HALL	\$97,000.00	\$90,583.12	\$6,416.88
CURRIER & IVES REPRINT FRAMING PROJECT	\$2,390.81	\$2,390.81	\$0.00
HOUSING PRODUCTION	\$7,500.00	\$0.00	\$7,500.00
NIAGARA HALL RECORD PRESERVATION	\$7,000.00	\$0.00	\$7,000.00
DIGITIZATION OF HINDY ROSENFELD COLLECT.	\$250.00	\$88.94	\$161.06

SUB-TOTAL	\$114,140.81	\$90,583.12	\$21,077.94
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TOTAL OPERATING BUDGET & ARTICLES	\$160,692.81	\$124,186.87	\$34,026.19
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2019 REPORT OF THE MILLIS CONSERVATION COMMISSION

The Millis Conservation Commission is responsible for protecting the natural resources of Millis and protecting the town's watershed resources. The Commission remains dedicated to administering the Town of Millis Wetlands Protection Bylaws – Article XIX – and the Commonwealth of Massachusetts Wetlands Protection Act Regulations 310 CMR 10.00. We continue to meet to hear and discuss issues pertaining to wetlands in the Town of Millis. In 2019, the Conservation Commission conducted its schedule of public hearings to review applications pertaining to the Massachusetts Wetlands Protection Act and the Town of Millis Wetlands Protection Bylaw.

Applications, in part, consisted of Abbreviated Notices of Resource Area Delineations, Notices of Intent, Requests for Determination of Applicability and Certificates of Compliance. These applications included numerous site visits conducted by the Commission. Site visits/walks to judge compliance with Orders of Conditions and issuance of Certificates of Compliance (COC) for a number of completed projects were also conducted by the Commission members during 2019. We are pleased to report that permit conditions were satisfactorily met for a majority of projects. The Commission continues its oversight of the Regency at Glen Ellen project on Orchard Street. Highlights included the approval for a parking lot canopy solar installation project at 1375 Main Street (Colt Manufacturing) and numerous single-family home construction approvals.

The Commission also wishes to thank Mr. Sammuel Lange for his Eagle Scout Project entitled, "Millis vs. Mosquitoes." Due to the public health concerns regarding mosquito-borne diseases, Mr. Lange organized community events where bat boxes were built and installed in various locations throughout Town.

The Conservation Commission is the official agency specifically charged with the protection of natural wetland resources in the Town of Millis. The Commission is authorized to administer the State Wetlands Protection Act and additionally, the Conservation Commission is charged with administering the Town's Wetland Protection Bylaw (Article XIX). The Commission also continues to investigate further changes to better protect Millis' resources by working on amending the Town of Millis, Wetlands Protection, Rules and Regulations, promulgated under the Town of Millis Wetlands Protection Bylaw.

The Conservation Commission typically meets once a month, on Monday evenings. Our meeting times and dates are posted on the Town of Millis website and in the Veterans Memorial Building, Main Street, Millis. All meetings are open to the public. Public hearing notices are also printed in the Milford Daily News. We encourage residents to attend our meetings if they have questions or concerns pertaining to wetland protection.

The Conservation Commission comprises seven volunteer residents and is currently operating at full strength. The Commission wishes to extend it thanks to Mr. Charles

Tangerini for his service on the Commission. The Commission would like to welcome Ms. Carol Hayes, who joined in June. The varied expertise of these members greatly enhances the efficacy of the Millis Conservation Commission. Also, thank you to Camille Standley, our dedicated Administrative Assistant.

The Millis Conservation Commission also oversees parcels of land that were purchased in part by the Town of Millis or were acquired through donations. An example is the property at 72 Pleasant Street, the former Verderber Farm, which is comprised of a diverse mixture of wooded uplands, open grassy meadows and wetlands. The Commission would like to thank those individuals and families who have donated precious wetland and upland areas to the Commission for perpetuity. By your kindness, you have acted to preserve part of your hometown for yourself and future generations to enjoy.

Please visit our website for additional information and regularly posted agendas and meeting minutes at: <https://www.millis.org/conservation-commission>

Respectfully submitted,
The Millis Conservation Commission

Dr. James Lederer, Chair
Anne Rich, Vice Chair
Edward Chisholm
Christine Gavin

Daniel Lee
Ramcharan Khalsa
Carol Hayes
Camille Standley, Administrative Assistant

REPORT OF THE MILLIS COUNCIL ON AGING

The Council on Aging is pleased to present its 2019 Annual Report to the residents of Millis. We provide information on a wide range of local, state and federal programs and services. Programs such as: Fuel Assistance, Food Stamps, Senior Citizen Tax Work- Off Program, USDA Grants and Loans, SHINE, Home Modification Loan Programs, The Millis Fund and many other age friendly programs are accessible here. The Council's mission is to provide health promotion, educational, socialization, consultation and advocacy resources to those over 60. The Council is located on the ground floor of the Veteran's Memorial Building. The facility is open Monday, Tuesday, and Thursday from 8:30a.m. to 2:00p.m. with extended hours on Wednesdays until 4:30p.m and Fridays 8:30a.m. to 12:30p.m. There are monthly presentations on topics that are pertinent to successful aging. The Center offers books for loan, a meeting room with a large flat screen television, and piano; and a separate room that houses our six computers that are available for community use. There is a dining area that is used for daily congregate lunches, and a drop-in room with complimentary coffee and pastries.

Statistical Overview

During this reporting year, 718 Millis residents visited our Center for Outreach services, Medicare counseling, presentations, exercise programs, lunch or to just drop in. Over the past year, we have received 3,988 requests for information from our over-60 population, their families and disabled Millis residents. Our vans traveled 12,763 miles making 1,407 trips to medical appointments, shopping and other destinations.

2019 Highlights

Some of the presentations offered within the past year that inform and empower our older residents: Department of Revenues' Circuit Breaker Tax Credit, Norfolk County Sheriff's Office Identification Card Program, and the Mass Bar Associations: Turning 65 are some of the programs offered within this past year that inform and empower our older residents. We also offered an array of healthy aging and wellness programs such as the YMCA's Enhance Fitness Program and Diabetes Prevention Program, HESSCO Elder Services: Gut Microbiome and monthly health consultations, Baypath's Adult Foster Care, and monthly health monitoring from our Public Health Nurse. We also provided weekly blood pressure/blood sugar testing and bi-monthly podiatry appointments.

Although our main focus has been education and information for older residents, we did have a number of extracurricular activities in 2019. Holiday celebrations featured a Valentine's Day brunch, St. Patrick's Day Feast, Father's Day BBQ, a traditional Thanksgiving Day Feast and a Christmas luncheon sponsored by our Police and Fire Departments. Special events included our annual Antique Road Show, BBQ's, Tasty Tuesday and Strawberry Ice Cream and Hot Dog Day all which are sponsored by our Friends group.

Millis Council on Aging Boards

Funding for activities at the center is largely supported by The Friends of Millis' COA Inc. This private non-profit 503(c) organization raises monies through a variety of events; and in turn supports programs and purchases equipment that cannot be provided by state and local government. All that we do here at the COA is made possible with the support and direction of our Council on Aging Board. They are a

group of residents appointed by the Town Administrator to set the policy and direction of the COA; to help the staff identify community needs and to explore ways to meet those needs. They are directly involved in many of our programs, giving freely of their time, talents and patience to improve the quality of life in Millis for older and disabled residents.

Our staff and Board of Directors steer the COA in the right direction, but it is our volunteers who provide the energy to make the following programs possible: transportation, "Meals on Wheels", blood pressure clinics, newsletter mailings, computer tutoring, Line Dancing, Crafty Ladies, and bingo to name a few. We honor these dedicated individuals each May/June at our annual Volunteer Recognition Luncheon. Without their efforts, we would be unable to provide the wide range of services which Millis has offered. We are deeply appreciative of their contributions. Other agencies that assist us throughout the year are Millis Police and Fire, Town Hall Employees, The Millis DPW, The Millis Cultural Arts Council, Roche Brothers, Shaw's Supermarket, Blue Moon Café, Country Kitchen, our community service students and the local Daisy Girl Scout Troop. We are appreciative of our many volunteers. On behalf of the Millis COA, I extend our heartfelt gratitude to each and every one of you for your commitment to our mission.

Respectfully submitted,
Patty Kayo, Senior Center Director

Council on Aging Board:

Chairperson- *Herbert Lannon*
Vice Chair- Christine McCaffrey
Secretary- Helen Daly
HESSCO Representative- Maria Neville
Member- Maria Neville
Member- William Brown
Member- Lisette Walter

Senior Center Staff

Director- Patty Kayo
Outreach- Becky Poynot
Department Assistant- Gunbhushan Kaur
Clerk Dispatch- Linda Stetson

The Millis Cultural Council

The Millis Cultural Council is part of a grassroots network of 329 local councils that serve cities and towns across Massachusetts. The state legislature provides an annual appropriation to the Massachusetts Cultural Council, which then allocates funds to each local council. The local councils then decide how the funds will be awarded to grant applicants. Millis Cultural Council members are community volunteers appointed by the Board of Selectmen. More information about the annual grant funding and the MCC can be found at www.mass-culture.org and on the Millis town website at www.millis.org under boards and committees.

The mission of the Millis Cultural Council is to promote excellence, access, and diversity in the arts, humanities, and interpretive sciences in order to enhance the quality of life in our community. The MCC strives to achieve these goals through the funding of local arts projects and programs with grants, and by hosting special events in Millis.

In 2019, we updated the language in our local council's granting requirements as follows:

- Priority will be given to proposals for programs that are:
 - Free and open to the public to benefit the Millis community
 - First-time submissions
- Proposal requirements include:
 - A no-cost component for either participants and/or attendees (or some subset thereof)
 - Letters of support from the proposed partnering organization(s)
 - Proposed time frame of when the program will run
 - If the program has received funding in the last three years, an explanation of actions to build the program's sustainability
 - Confirmation of location within the Town of Millis
- Applicants are encouraged to include a sample of their work for consideration.

In 2019 the Millis Cultural Council awarded nine grants totaling \$5632.00 for cultural programs in Millis. The MCC received sixteen grant applications for 2019, with seven applicants from the

town of Millis. Of the awarded grants, five were from Millis, receiving 67% of our granted funds. The 2019 Millis Cultural Council grant recipients were:

- Programs offered at the library
 - Kira Seamon - Art in Bloom - \$350.00
 - John Root -Attracting Birds, Butterflies, and Other Beneficials - \$300.00
 - Millis Public Library - Learn Ukulele with Julie – Music for Young and Old - \$566.00
 - Charles River Symphonatta - Chamber Music Concert at Millis Public Library - \$500.00
- Offered at Council on Aging: Jean Nesbitt - Glenshane Irish Folk Duo - \$450.00
- Millis High School -Mini-Comic Con Event - \$1821.00
- Offered in partnership in Millis Rec Department: Robert Zammarchi - Elijah T. Grasshopper & Friends - \$650.00
- Theater Group of Millis - Spring Broadway Musical - Annie - \$800.00
- Mass Audubon Stony Brook- Spa Science - \$195.00

To provide the community of Millis with exposure to local art and artists, the council sponsored a Community Art Show on June 9, 2019 at the Niagara Building with the cooperation of the Millis Historic Commision. The council presented this activity free of charge to the community. Approximately 25 local artists displayed their works, including the prints of the restored Currier and Ives lithographs owned by the Millis Historical Commision. Over seventy-five community members attended the event and refreshments were provided by Rock n' Coal of Millis and Roche Bros.



We met our 2019 membership drive goal to have three new members join the council with the additions of members, Carol Melancon, Amy Cohen and Barbara Matthews. Unfortunately, member Stephen Smith passed away and member Dove Quinlan relocated out of state. Moving forward we have set a 2020 goal for two new members to join the council. Anyone interested in joining the Millis Cultural Council can download a volunteer form on the town website or email millisculturalcouncil@gmail.com for more information.

The 2019 Millis Cultural Council Members:

Stephanie Copice, Chairperson - 36 Van Kleeck Rd.

Laura Doherty, Clerk - 10 Cottage Ave

Melany Ferrimy- Treasurer - 2 Rolling Meadow Drive

Carol Melancon - Member starting June 11, 2019 - 23 Key Street

Amy Cohen - Member starting June 11, 2019 - 190 Village Street

Barbara Matthews - Member starting October 1, 2019 - 125 Middlesex Street

Respectfully submitted,

Stephanie Copice

Chairperson, Millis Cultural Council

DEPARTMENT OF PUBLIC WORKS

The Millis DPW is responsible for maintaining and operating the following:

- 55 miles of roads;
- stormwater drainage systems;
- water system with 2 storage tanks, 6 water production wells, 2 high pressure booster pumps, 47.5 miles of water main and a Scada (Supervisory Control and Data Acquisition) System;
- sewer collection system that serves more than 2/3 of Millis residents, with 5 sewer pump stations, 3-meter stations monitored by the Scada System;
- a cemetery;
- parks and playground equipment;
- athletic fields;
- a recycling center and transfer station;
- maintenance and repair of town owned equipment and vehicles; maintenance of a closed landfill;
- overhead street lighting and ornamental streetlights;
- stormwater management, 55 miles of drainage system, approximately 162 outfalls.

The DPW maintains all of the above with the following staff:

- 1 general foreman;
- 3 highway staff;
- 1 parks and cemetery staff;
- 1 mechanic;
- 1 transfer station operator;
- 4 water/sewer staff;
- 1 stormwater staff;
- 1.25 clerical/administrative staff; and
- 1 management staff.

The Department also accomplished the following work in 2019:

- As part of the town's annual catch basin cleaning program, 883 catch basins were cleaned, and 200 yards of material were removed and put in the town owned tree nursery.
- Trimming and removal of (5) dead trees at the Prospect Hill Cemetery.
- In conjunction with the Millis Garden Club, the Town helped maintain the islands at the intersection of Village and Main streets, Norfolk Road Sewer Pump Station, Millis Public Library, Dover Road, Veterans Memorial Building, Old Town Hall and Prospect Hill Cemetery.
- Highway Department crews responded to 27 snow emergencies.
- Reconstructed or replaced catch basins and manholes: (1) on Spring Street, (7) on Main Street (3) on Heritage Path (2) on Pollard Drive, (3) on Village Street and several others throughout town including, Acorn and Baltimore streets, Rosenfeld Road and Oakview and Maple avenues.

- Culverts were inspected and maintained for beavers at the following locations: Farm Street, Richardson's Pond, Main Street, Larch Road, Pleasant Street and Causeway Street. A new culvert was replaced by DPW crews on Orchard Street and Environmental Drive (3) Beaver Flow Devices were installed (1) in the Causeway Street culvert and (2) at Richardson's Pond.
- The following streets were paved with Chapter 90 Funds: Main Street from Plain Street to Milliston Road - 1,058 feet, Union Street from Rosenfield Road to Ridge Street - 1,200 feet, Rosenfield Road from Union Street to the end - 844 feet and Village Street from Plain Street to Blueberry Lane - 3,624 feet.
- As part of the new 12-inch water main project on Old Dover Road and Main Street from Union Street to Dover Road approximately 2,343 feet of paving was completed in 2019.
- Two new sewer lines were installed on Orchard Street: a 6-inch main that will service the new Regency at Glen Ellen development and a 3-inch forced sewer main that will service the residents along Orchard Street.
- Water Department crews made repairs to the following water main breaks: Main Street and Village Street.
- Water Department crews made numerous repairs to service lines including 213 and 248 Village Street, 101 Spring Street, 342 Plain Street, 24 Crestview Drive, 43 Van Kleeck Road, 1 Walnut Hill Road and 15 Middlesex Street.
- Installed/Replaced (12) hydrants throughout the Town.
- Enforced a mandatory outside water ban: no watering between 9:00 AM - 5:00 PM from May 01, 2019, to September 30, 2019.
- As part of the town's Stormwater Management Act, crews inspected outfalls throughout the drainage system.

Transfer Station:

The Transfer Station is now open two full days per week as of July 1, 2019. The facility was opened 2 additional hours during summer months. The facility received 434 tons of municipal solid waste, 34 tons of scrap metal, 193 tons of commingled recyclables and paper, 2.56 tons of TV's and electronics for recycling, and 1.54 tons of carpet, mattresses and upholstered furniture. The Town collected for composting approximately 580 tons of organic materials. The town actively recycles and delivers the containers to various recycling plants. The Transfer Station has containers for bottles/cans for pickup by the Lions Club as well as a clothing receptacle for donations. There is also a mercury thermometer receptacle which is periodically picked up by a field chemist sent by Wheelabrator. This service is free to the Town.

Respectfully Submitted,
James F. McKay,
Director
Department of Public Works

Millis Economic Development Committee

At its meeting of December 17, 2018, the Millis Board of Selectmen unanimously passed a motion to appoint Amanda Borgman, Mark Spangenberg, Peter Harkey, Nicole Riley, Jim Sabitus and Beth Murphy to the Economic Development Committee (EDC) for the remainder of Fiscal Year 2019. Board member Loring Barnes was selected as its designate to the new Committee as a voting member.

At an earlier unofficial meeting, the EDC listed 14 items to pursue in 2019 to help guide the new committee's mission.

At its first meeting the Committee elected officers: Beth Murphy, Chair; Jim Sabitus, Vice-Chair; Amanda Borgman, Secretary. Peter Harkey serves as an active participant in an ex-officio capacity. Since that meeting, Beth Murphy has stepped down from the Chair and Jim Sabitus has taken over the position.

During its short 2019 existence, the Committee invested considerable time determining the creation and implementation of an economic development strategy for Millis, while, simultaneously, discussing issues that have been brought to it. Transportation has been a focus at several meetings. The Committee also had an opportunity to review the Town's Housing Production Plan, which was adopted in 2019. The Committee reviewed the Columbia Gas Main Street Program, which provided incentives to several businesses on Exchange Street. Other issues included the former GAF manufacturing site at 60 Curve Street.

The Committee nominated Nate Maltinsky as its representative to the Permanent Building Committee's (PBC) initiative to create redesign plans for 64 Exchange Street. It also requested that the Town's interim Economic Development and Planning Director participate on the PBC process.

While the Economic Development Committee had few meetings in 2019, its members began organizing its mission, issues, and initiatives for 2020.

Members:

Jim Sabitus, Chair
Beth Murphy
Amanda Borgman, Secretary
Mark Spangenberg
Nicole Riley
Nate Maltinsky
Loring Barnes, Ex Officio

Millis Energy Committee

While the Energy Committee looked at several important Town-wide issues this year, its focus for the early months was the Town's Green Communities Grant application. Much discussion and analysis took place in the Committee as to which, of several, energy efficiency measures would yield the best investments for the Town. The Committee worked with the Town's Energy Manager and met with both the project vendor and the state's Department of Energy Resource's (DOER) regional representative. After thoroughly studying the extensive list of projects, the Committee passed a motion to request funding for five measures. This year, the Town applied to the Green Communities Division for \$219,461. The request was granted in its entirety.

By the end of the year, the five projects were completed. They include the second phase of an energy management system upgrade for Veterans Memorial Building, LED lighting replacements at the DPW Highway Garage and the Middle School – High School, and 50 water efficient bathroom faucets at the MS – HS. Savings to the Town are predicted to be \$3,642 in natural gas and 700,000 gallons of water each year and \$30,000 in electrical.

The Committee also participated in the Town's application for the state's Municipal Vulnerability Preparedness Plan (MVP) designation. While not entirely an energy issue, Committee members recognized the relationship of energy use with resilience and greenhouse gas emissions. Similarly, members also discussed and participated in the Town's efforts to update its Open Space and Recreation Plan.

The Committee reviewed the Energy Manager's request from the Regional Energy Planning Assistance grant program (REPA) offered by the state's Dept. of Energy Resources (DOER) and managed by the Metropolitan Area Planning Council. This grant will help the Town look into the details of its energy efficiency initiative.

Throughout the year, the Committee has monitored progress on the Town's Community Electrical Aggregation (CEA) program. Members asked staff for updates on the progress being made by the Town's CEA consultant, Good Energy. Twice this year, bids were taken from energy supply companies for rates that could be delivered to Millis' Eversource customers. On both occasions, the rates failed to satisfy the standards established by the Town's CEA Plan. A new round of bids will be taken again in the spring of 2020 with the anticipation of starting the program in early 2021.

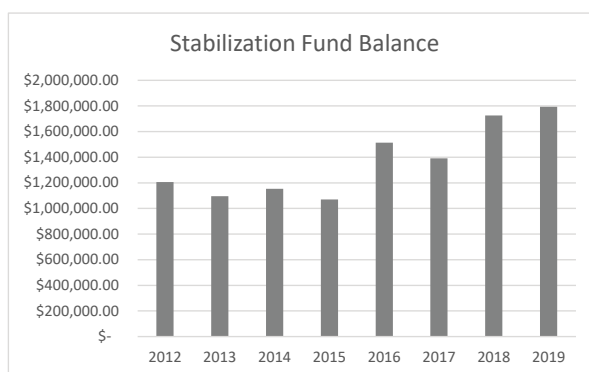
Committee members:

Craig Gibbons, Chair
Chris Jackson
Tom O'Connell
Tim Farrar
Kathleen Streck
Jonathan Barry
Pete Jurmain, ex officio

Finance Committee 2019 Annual Report

Under Massachusetts General Laws, each town is required to have a standing committee whose job it is to consider any or all municipal requests for the purpose of making reports or recommendations to the town. In Millis, the Finance Committee consists of nine members appointed by the Moderator to study and make recommendations on all Warrant Articles presented by the Board of Selectmen. As of the end of 2019, the Finance Committee had nine members, with three women and six men. Committee members have a variety of professions and several have school aged children. A balance of members from different demographics within Millis helps the committee function better for the town.

Each year, the Board of Selectmen and the Town Administrator as well as the School Committee, Library Trustees, Police and Fire Departments, Council on Aging, Planning Board and other town departments make budget requests based on the needs of the various departments and boards. The job of the Finance Committee is to weigh those various requests against the monies available to the town. Neither the Finance Committee nor the Board of Selectmen has the authority to spend funds or make zoning, bylaw or charter changes on their own. These responsibilities rest solely with Town Meeting, so it is important that everyone who cares about how the town is run attend and vote at Town Meeting.



Each year the Finance Committee also balances an effort to maintain the Town's Stabilization Fund at a target of 5% of the overall Operating Budget. Maintaining the Stabilization Fund at this level or above helps maintain the town's bond rating as well as providing a "rainy day fund" to provide for unexpected needs. The Finance Committee also looks at the various issues confronting the Town and various town departments and establishes financial priorities. After consideration and open discussion, the Finance Committee makes its recommendations

and explains those recommendations at the Town Meetings. In essence, the role of the Finance Committee is to provide guidance to the residents at Town Meeting. In its recommendations, the Finance Committee presents to Town Meeting the fiscal implications of approving and not approving various Warrant Articles. It is the job of the residents at Town Meeting to make the final decisions.

In 2019, some of the issues on which the Finance Committee made recommendations at the Town Meetings include: the Plastic Bag Reduction Bylaw, amending the Town Charter to change the name of the Board of Selectmen to the Select Board; recommendations on the funds to provide training for two additional police officers, recommending the funding of \$555,050 for a variety of capital items in the Spring and Fall as part of the capital planning committee's recommendations and studies. Furthermore, the vote to replace the DPW Garage Facilities at the May 2019 Town Meeting was a significant decision for the town.

The members of the Finance Committee at the end of 2019 were: Jodie Garzon, Chairman; Peter Berube, Vice Chairman; Doug Riley, Clerk; Joyce Boiardi, Jim Borgman Jim Bullion, Shawn Power, Craig Schultze and Katie Tieu.

Respectfully Submitted,
Jodie Garzón, Chair

REPORT OF THE FINANCE DIRECTOR

It is with pleasure that I submit the annual town report for Fiscal Year ending June 30, 2019.

I would like to thank the Town Administrator, Board of Selectmen, Departments, Boards and Commissions for their continued cooperation and support.

Fiscal Year 2019 continued to be a time of change and transition for the Finance Team. During Fiscal Year 2019, the team was able to work through the departure of the former Interim Finance Director Hannah York and continue to be valuable resources in my transition into Municipal Government.

I would like to thank the staff in the Treasurer/Collector's Office and the Assessor's Office for their continued hard work and dedication to the town during this transition period.

I would like to especially thank Lisa Morin, Assistant Town Accountant, Debra Broe, Payroll Manager and Jennifer Scannell, Treasurer/Collector for their contributions in making the day to day operations of the Finance Team run smoothly.

Last, but most definitely not least, I want to thank Hannah York for her guidance to the Finance Team during the transition and her continued support for the Town of Millis.

Respectfully submitted,

Carol E. Johnston
Finance Director

TOWN OF MILLIS MASSACHUSETTS
COMBINED BALANCE SHEET-ALL FUND TYPES AND ACCOUNT GROUPS
JUNE 30, 2019

	GOVERNMENTAL FUND TYPES				FIDUCIARY FUND TYPE	ACCOUNT GROUP	TOTAL (MEMORANDUM ONLY)
	GENERAL	SPECIAL REVENUE	CAPITAL PROJECTS	ENTERPRISE		GENERAL LONG-TERM DEBT	
<u>ASSETS</u>							
INVESTED CASH RECEIVABLES	\$ 3,684,128.57	\$ 3,182,881.98	\$ 12,151,565.56	\$ 1,979,531.15	\$ 2,371,384.43		\$ 23,349,471.69
PROPERTY TAXES	\$ 527,855.93						\$ 527,855.93
TAX LIENS/TITLE FORECLOSURES	\$ 560,457.50						\$ 560,457.50
TAXES IN LITIGATION	\$ 218,872.30						\$ 218,872.30
MOTOR VEHICLE EXCISE	\$ 3,150.00			\$ 476,154.99			\$ 934,239.00
DEPARTMENTAL SPECIAL ASSESSMENTS							\$ -
DUES/FEE FROM OTHER GOVERNMENTS							\$ -
STATE/FEDERAL GRANTS							\$ -
AMOUNTS TO BE PROVIDED FOR RETIREMENT OF DEBT-TOWN						\$ 44,045,000.00	\$ 44,045,000.00
AMOUNT TO BE PROVIDED BY STATE							\$ -
TOTAL ASSETS	\$ 4,974,464.30	\$ 3,637,795.99	\$ 12,151,565.56	\$ 2,455,686.14	\$ 2,371,384.43	\$ 44,045,000.00	\$ 69,635,896.42
<u>LIABILITIES</u>							
WARRANTS PAYABLE	\$ 582,652.50	\$ 55,602.77		\$ 35,005.15	\$ -		\$ 673,260.42
WITHHOLDINGS	\$ 272,748.80						\$ 272,748.80
UNCLAIMED ITEMS/TALINGS	\$ 1,075.23						\$ 1,075.23
MISCELLANEOUS LIABILITIES			\$ 7,254,217.00		\$ 878.00		\$ 7,254,217.00
WARRANTS PAYABLE							\$ -
PERFORMANCE DEPOSITS							\$ -
FISH & GAME							\$ -
EXCISE TAX CLEARING	\$ -						\$ -
RESERVE FOR ABATEMENTS & EXEMPTIONS	\$ 127,056.27						\$ 127,056.27
DEFERRED REVENUE	\$ 1,183,279.46	\$ 454,934.01		\$ 476,154.99			\$ 2,114,368.46
GENERAL OBLIGATION DEBT PAYABLE						\$ 44,045,000.00	\$ 44,045,000.00
NOTES PAYABLE							\$ -
TOTAL LIABILITIES	\$ 2,166,812.26	\$ 510,536.78	\$ 7,254,217.00	\$ 511,160.14	\$ 878.00	\$ 44,045,000.00	\$ 54,488,604.18
<u>FUND EQUITY</u>							
RESERVED							
ENCUMBRANCES	\$ 448,375.96	\$ 28,810.69		\$ 160,703.67			\$ 646,890.32
EXPENDITURES	\$ 402,567.96	\$ 335,000.00		\$ 86,685.00			\$ 824,594.96
APPROPRIATION	\$ 37,098.00	\$ 148,035.42			\$ 332.00		\$ 185,133.42
DEBT (PREMIUM)	\$ 1,290,263.20						\$ 1,290,263.20
EXTRAORDINARY/UNFORSEEN CAPITAL	\$ (71,329.89)						\$ (71,329.89)
UNDESIGNATED	\$ 700,673.81	\$ 2,615,413.10	\$ 4,897,348.56	\$ 1,688,137.33	\$ 2,370,174.43		\$ 12,271,747.23
DESIGNATED							\$ -
APPROPRIATION DEFICITS							\$ -
OTHER PURPOSES-FINAL COURT JUDGMENT							\$ -
TOTAL FUND EQUITY	\$ 2,807,652.04	\$ 3,127,259.21	\$ 4,897,348.56	\$ 1,944,526.00	\$ 2,370,506.43	\$ -	\$ 15,147,292.24
TOTAL LIABILITIES AND FUND EQUITY	\$ 4,974,464.30	\$ 3,637,795.99	\$ 12,151,565.56	\$ 2,455,686.14	\$ 2,371,384.43	\$ 44,045,000.00	\$ 69,635,896.42
PROOF	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

TOWN OF MILLIS
COMBINING BALANCE SHEET
ENTERPRISE FUNDS
JUNE 30, 2019

	SEWER ENTERPRISE	WATER ENTERPRISE	STORMWATER ENTERPRISE	TOTALS
ASSETS				
INVESTED CASH	\$ 734,812.89	\$ 1,008,103.38	\$ 236,614.88	\$ 1,979,531.15
RECEIVABLES	\$ 208,603.68	\$ 217,463.36	\$ 50,087.95	\$ 476,154.99
TOTAL ASSETS	\$ 943,416.57	\$ 1,225,566.74	\$ 286,702.83	\$ 2,455,686.14
LIABILITIES				
WARRANTS PAYABLE	\$ 9,306.15	\$ 19,332.43	\$ 6,366.57	\$ 35,005.15
DEFERRED REVENUE	\$ 208,603.68	\$ 217,463.36	\$ 50,087.95	\$ 476,154.99
TOTAL LIABILITIES	\$ 217,909.83	\$ 236,795.79	\$ 56,454.52	\$ 511,160.14
FUND EQUITY				
RESERVED FOR:				
ENCUMBRANCE	\$ 130,908.67	\$ 38,620.00	\$ 175.00	\$ 169,703.67
EXPENDITURES	\$ -	\$ 86,685.00	\$ -	\$ 86,685.00
APPROPRIATION				
UNRESERVED	\$ 594,598.07	\$ 863,465.95	\$ 230,073.31	\$ 1,688,137.33
TOTAL FUND EQUITY	\$ 725,506.74	\$ 988,770.95	\$ 230,248.31	\$ 1,944,526.00
TOTAL LIABILITIES AND FUND EQUITY	\$ 943,416.57	\$ 1,225,566.74	\$ 286,702.83	\$ 2,455,686.14
PROOF	\$ -	\$ -	\$ -	\$ -

TOWN OF MILLIS
COMBINING BALANCE SHEET
ALL TRUST AND AGENCY FUNDS
JUNE 30, 2019

	<u>TRUST FUND</u>	<u>AGENCY FUND</u>	<u>TOTALS</u>
ASSETS			
INVESTED CASH	\$ 2,284,703.46	\$ 86,680.97	\$ 2,371,384.43
TOTAL ASSETS	<u>\$ 2,284,703.46</u>	<u>\$ 86,680.97</u>	<u>\$ 2,371,384.43</u>
LIABILITIES			
WARRANTS PAYABLE			-
MISCELLANEOUS LIABILITIES	\$ -	\$ 878.00	\$ 878.00
PERFORMANCE BONDS			-
FISH & GAME			-
TOTAL LIABILITIES	<u>\$ -</u>	<u>\$ 878.00</u>	<u>\$ 878.00</u>
FUND EQUITY			
RESERVED			
EXPENDITURES	\$ 332.00	\$ -	\$ 332.00
UNRESERVED			
DESIGNATED			
OTHER PURPOSES	\$ 2,284,371.46	\$ 85,802.97	\$ 2,370,174.43
TOTAL FUND EQUITY	<u>\$ 2,284,703.46</u>	<u>\$ 85,802.97</u>	<u>\$ 2,370,506.43</u>
TOTAL LIABILITIES AND FUND EQUITY	<u>\$ 2,284,703.46</u>	<u>\$ 86,680.97</u>	<u>\$ 2,371,384.43</u>
PROOF	\$ -	\$ -	\$ -

TOWN OF MILLIS
COMBINING BALANCE SHEET
ALL SPECIAL REVENUE FUNDS
JUNE 30, 2019

	OTHER SPECIAL REVENUE
ASSETS	
INVESTED CASH	\$ 3,182,861.98
RECEIVABLES	
DEPARTMENTAL	\$ 454,934.01
DUE FROM OTHER GOVERNMENTS	
STATE/FEDERAL	\$ -
SPECIAL ASSESSMENTS	
TOTAL ASSETS	<u>\$ 3,637,795.99</u>
LIABILITIES	
WARRANTS PAYABLE	\$ 55,602.77
DUE TO OTHER GOVERNMENTS	
OTHER LIABILITIES	
DEFERRED REVENUE	\$ 454,934.01
TOTAL LIABILITIES	<u>\$ 510,536.78</u>
FUND EQUITY	
RESERVED	
ENCUMBRANCE	\$ 28,810.69
EXPENDITURES	\$ 335,000.00
DESIGNATED	\$ 148,035.42
UNDESIGNATED	\$ 2,615,413.10
TOTAL FUND EQUITY	<u>\$ 3,127,259.21</u>
TOTAL LIABILITIES & FUND EQUITY	<u>\$ 3,637,795.99</u>
PROOF	\$ -

TOWN OF MILLIS
COMBINING BALANCE SHEET
CAPITAL PROJECTS FUND
JUNE 30, 2019

	CAPITAL PROJECTS
ASSETS	
INVESTED CASH	\$ 12,151,565.56
DUE FROM OTHER GOVERNMENTS STATE/FEDERAL	
TOTAL ASSETS	<u>\$ 12,151,565.56</u>
LIABILITIES	
WARRANTS PAYABLE	\$ -
BANS PAYABLE	\$ 7,254,217.00
DEFERRED REVENUE	
TOTAL LIABILITIES	<u>\$ 7,254,217.00</u>
FUND EQUITY	
RESERVED	
EXPENDITURES	
UNRESERVED	
DESIGNATED	\$ 4,897,348.56
OTHER PURPOSES	
TOTAL FUND EQUITY	<u>\$ 4,897,348.56</u>
TOTAL LIABILITIES AND FUND EQUITY	<u>\$ 12,151,565.56</u>
PROOF \$ -	



MILLIS FIRE RESCUE

CHIEF RICHARD BARRETT

DEPUTY CHIEF ANDREW HLADICK

2019 ANNUAL REPORT

On behalf of the Fire Rescue Department I am proud to present the 2019 Annual Report. I would like to thank the men and women of the department for their dedication to serving Millis. I would also like to thank all the departments in Millis that we work with everyday for always being a partner in our mission to serve the residents of Millis. And finally, to the Residents of Millis for their continued support in our mission to provide the highest level of service possible.

Mission Statement: The mission of the Millis Fire Rescue Department is to minimize the loss of life and property resulting from fire, medical emergencies and other disasters through prevention, preparedness and response. The Fire Rescue Department will strive for excellence in the performance of duty and service to the community and the customers it serves. The department is committed to find better ways to protect the lives and property of its citizens from fire and other disasters and is dedicated to work together for the betterment of our community.

Retirements from the Department: In 2019 we had two long time members retire from our Department. Captain Kaz Piorkowski retired after 29 years of service to the Department as well as Lieutenant Don Perkins who retired after 22 years of service. We are thankful to both the Captain and Lieutenant for their dedication to serving the Millis Community and we wish them well in retirement.

We also had to say goodbye to our Fire Department Chaplain Jennifer Munroe-Nathans who served the department for over 5 years. Reverend Jen volunteered her time and was always there for the needs of our department and the residents as well. She will be missed and unreplaceable, thank you for all you did for our members.

2019 Accomplishments: 2019 was the first full year of operating at the Full Advanced Life Support level of service. The department saw an increase of 15% in EMS call volume as well as an 8% increase in Fire related calls. Our Paramedics responded mutual aid to assist our Mutual Aid partners an increase of 10% over last year. Our department continues to staff 2 ambulances frequently as we see the increase in multiple calls.

Deputy Chief Position- with retirements within the department, allowing for the addition of a much needed and well-deserved Deputy Chief Position to Andrew Hladick.

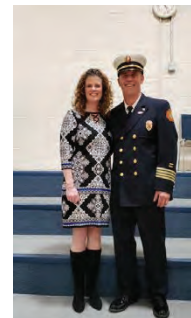
With improvements to the department and the town we improved the Towns Iso Rating that directly effects homeowners.

Received 3 separate Grants:

- MIIA Grant-Funding for asset management and scheduling software
- EMPG Grant- Funding to replace the department multi gas meters
- SAFE Grant- Funding to provide fire prevention to grades pk-5th and fall prevention to our senior citizens



Lt. Perkins and his wife Heidi



Deputy Hladick and his wife Carol.

2019 Accomplishments:

Junior Firefighter Program- The department worked with the school to start a program to offer training to students interested in public safety. This was part of a Senior Project by High School Senior Griffin Walsh.

On Call Members- all our new call members became state and nationally certified and many have gone on to become certified as EMT's.

Department Assistant- After many years the addition of a part time department assistant has been very beneficial. Sharing with the Police Department has reduced the duplication of work and helped both departments spend more time developing and securing Grant funding.

Department Members

Fire Chief Richard Barrett Deputy Fire Chief Andrew Hladick

<u>Group A</u>	<u>Group B</u>	<u>Group C</u>	<u>Group D</u>
Lt. Chuck Bishop	Lt. Bill Schulz	Lt. Rob Conrad	Lt. Gerry Howley
FF/EMTP Brian Polimeno	FF/EMT Paul Shaw	FF/EMT Matt Hendon	Lt. Mike Scotland
FF/EMTP Joe Sullivan	FF/EMTP Jason Kelley	FF/EMTP Cam Wenzel	FF/EMT John Alger
FF/EMTP Will SantaFe	FF/EMT Tony Gemma	FF Manny Goes	FF/EMTP Steve Tyner
FF/EMT Alan Wallace	FF/EMT Luke Perkins	FF/EMT Matt Donovan	FF/EMT Denis Lenehan
FF/EMT Matt Kennis	FF Kyle Lopez	FF Sarah Greeno	FF/EMT Gavin Bradbury

FIRE DEPARTMENT COMMUNITY INVOLVEMENT



The Fire Department continues to be a fixture in the community supporting and hosting many fundraising activities for our wonderful town. Our priority is and has always been the support, protection and involvement in our community. Once again, I am proud to represent such an amazing department, it's members and our community.

Respectfully Submitted,

Richard Barrett

Fire Chief

The Millis Historical Commission
2019 Annual Report

The Millis Historical Commission is a municipal agency of town government. The six members of the Historical Commission, and additional associate members, are volunteers that are appointed by the Selectboard. Members serve as local preservation advocates and as an important resource for the conservation and planning of the town's historic assets. They also work closely with the Massachusetts Historical Commission. Current members include:

Commission Members:

Nathan Maltinsky-Chairman
Mitch Bobinski
Joanne Gannon
Jacqueline Graci
Marc Prufer
Mark Slayton

Associate Members:

Charlie Vecchi
Carolyn McNiff
Scott Fuzi
Dennis Anderson
Larry Giargiari
Robert Ruggeri
Rusty Cushman

❖ *Millis Senior Project:*

Ms. Lily Denman elected to create a complete timeline of Millis' history for her senior project. The Commission members assisted with the project by providing her with historical resources, other contacts and support. On March 16th, the Millis Historical Commission was able to showcase Lily's completion of the timeline with a community event at Niagara Hall, the first event since its renovation. Lily gave hourly powerpoint presentations to a well-attended audience. An interactive timeline was created throughout the building with various visual displays and written information. The Commission would like to thank Ms. Denman for her outstanding efforts and interest in sharing Millis' rich history.

❖ *Clyde F. Brown Time Capsule Opening:*

On March 22nd, members of the commission delicately opened a time capsule from the cornerstone of Clyde F. Brown, built in 1954, while students, parents and former graduates of the school looked on with excitement. A few of the contents of the capsule included a proposal for the new school, an activity/workbook from 1952 and a letter from Dwight D. Eisenhower, where he congratulated Millis on the new school. One of the most unique items was a class scroll with signatures from all of the students. Three of those former students, Ruth Harcovitz, Chrissy (Wilson) Hana, and Jill (Wildman) Kuhlman assisted the commission in the

removal process. The items are now proudly displayed at the newly restored Niagara Hall. The commission would like to thank the Principal, Jason Phelps, and all the staff and students for their enthusiasm and hard work in preparing for the memorable event.

❖ *The Niagara Hall Firehouse: Grand Opening*

On a beautiful day on the 25th of May in 2019, the Historical Commission members paraded the Niagara hand-tub down Main Street, with the Greater-Boston Firefighters Pipes and Drums, leading the procession. The procession ended at the newly renovated firehouse where the Millis Fire Department, Millis Selectboard, State Representatives and Millis residents looked on. The restoration project began in 1999 with a vision Jeff Hardin brought to the Commission and the Town. Jeff tirelessly worked and carried the project until he sadly passed away. The commission chair, Nathan Maltinsky, took over the restoration project and saw it through its completion. This project would not have been completed without the sincere dedication of the Commission members, volunteers, and the Millis Community Preservation Act. Special thanks go to Mitch Bobinski, Charlie Vecchi, Marc Prufer and all of the Commission Members for their craftsmanship, tireless efforts, and commitment towards the restoration of this classic town icon.

❖ *The Presentation of Clark Thorne's Fire Chief Badge:*

The Millis Historical Commission would like to thank the family of the late Clark Thorne (1899-1976) for the presentation of his Fire Chief badge, to be displayed as an artifact for the museum at Niagara Hall Firehouse. The badge was presented by Thorne's great-grandson, U.S. Air Force Staff Sergeant Phillip Naugeler and former WWII U.S. Coast Guard Veteran and longtime Millis resident, Buddy Shropshire. Additional thanks to the Millis Fire Department.

❖ *Cultural Council Art Show:*

The Millis Cultural Council held their third-annual art show in the large hall at Niagara. Many Millis residents provided their artwork for display at the venue. The art show has grown each year, with new artists submitting pieces for every exhibition. The art show is a great representation of just some of the wonderful talent that can be found in our small town. The Millis Historical Commission is proud to help support and provide space for the Cultural Council.

❖ *Millis's First Annual-Brewfest:*

The Millis Historical Commission, in conjunction with Fifth Ave Liquors, held the first-annual Brewfest at the Boggestowe Fish and Game Club. The original venue was to be held at Oak Grove Farm, but due to the EEE outbreak, the location was relocated. On a beautiful summer evening in late September, Millis residents gathered under the pavilion at the Club to enjoy beverages from thirty local breweries. All tickets to the event were sold and the proceeds will be utilized by the Millis Historical Commission for the completion of various historical projects. We would like to thank the Boggestowe Fish and Game, Selectboard, Fifth Ave Liquor and everyone who volunteered and helped out with this very successful event.



MILLIS HOUSING AUTHORITY
310 EXCHANGE STREET
MILLIS, MA 02054
308-376-8181

Contact: Candace Avery, Executive Director, PHM, MPH
Address: 310 Exchange Street
Phone: 508-376-8181
Fax: 508-376-6040
Hours: Monday-Thursday 8:30am until 4:30pm. Hours may vary for meeting commitments

Board Members:

Name	Term Expires
Ray Normandin – Chairman	Exp. 2020
Carol Baker – Vice Chair	Exp. 2023
Leslie Devaney – Treasurer, State Appointee	Exp. 2020
Carol Mushnick – Assistant Treasurer	Exp. 2022

Administrative Assistant: Shirley Bliss

Maintenance Supervisor: John Milani

Maintenance Assistant: Damien Labrador

MHA Property: SMOKE FREE

The Millis Housing Authority is State owned Public Housing that provides affordable units to the Elderly/Disabled, and Low Income Family population, with a preference for all Millis Residents and Veterans. The MHA manages 73 units of State Aided Elderly/Disabled housing located at 310 Exchange Street and 411 Union Street. We also manage 10 State Aided family units located on Daniels Street. The Housing Authority manages 4 MRVP vouchers, and has 21 Section 8 vouchers that are currently administered by the Dedham Housing Authority.

Capital Improvements:

The Millis Housing Authority has completed major projects year to ensure the safety and the integrity of the property.

Through the support of the Millis Preservation Committee we were able to preserve the exterior of the buildings of our family dwelling units. The CPC funding allowed us to install all new exterior siding and windows, as well as preserve the main structure of the building. The result of this project is beautiful and has assisted in weatherizing the building, which in turn is helping to decrease the cost of the heating bills for the families residing there.

Through Capital Funding from the State the retaining wall was replaced, the front exterior stairwells rebuilt, and the parking lot repaved at the family units located on Daniels Street.

The Millis Housing Authority has completed an energy audit of our entire portfolio, during which all new energy efficient light bulbs, fixtures, and thermostats were installed in the units and common areas. Advantage Weatherization tested for drafts and weatherized any compromised

areas, and with the assistance of ABCD replaced windows that had reached their life-end at our Elderly/Disabled properties located on Kennedy and King Terrace.

The Millis Housing Authority replaced the roofs of buildings 2,3,4, and 5 on King Terrace through Capital Plan Funding. All roofs for Kennedy Terrace will be replaced this year as well. We have also installed all new bathroom vanities and worked with Verizon to bring in new fiber optic lines. This spring we will be repaving all parking lots and walkways for the King/Kennedy property through our Capital Plan Funding.

We continually strive to preserve our units in order to provide safe, healthy, and affordable living for our residents.

Special Events and People Noted with Sincere Appreciation:

- To the Millis Community Preservation Committee for working hand-in-hand with the Millis Housing Authority by awarding us with the funding that has allowed us to preserve the Family units and continue to provide safe, health, affordable housing for the town of Millis.
- The Millis Fire Department and EMT's, for helping our residents in time of need. A special thank you for going above and beyond by lighting up their special Holiday Tree at King Terrace. Also, a special thanks for taking the time to do presentations on safety for the residents of our community.
- The Millis Police Department for continuous concern, attention and response to the needs of the Authority and its residents. Also for your dedication to providing events for our elderly/non-elderly disabled residents.
- The Council on Aging, SHINE program, VNA, Hessco, Tri-Valley, the Food Pantry, the Millis Discretionary Fund, and the Board of Health for assisting residents in their efforts to quit smoking and with their health care concerns.
- The Santa Foundation, run by Sullivan Associates, who generously donate and provide our families with gifts for their children during the holidays.
- Roche Bros. for all of the donations that they continue to contribute towards the success of events that are held by the Millis Housing Authority for its residents.
- To Volunteers who donated their time towards helping beautify our property.
- To Sheriff Bellotti's office and the Triad program for providing presentations for our resident for their safety during emergency situations.
- To the local cable station for filming our events and highlighting the importance of housing within our community.

With the support of the Millis Community and our Commissioners, the Millis Housing Authority continues to be a safe, affordable, wonderful place for our residents to live. With resident and community support to keep Public Housing local, we will continue to be here for the residents when they need our assistance.

The mission of the Millis Public Library is to inspire lifelong learning and build community by providing a safe and welcoming space where community members of all ages can freely access materials, technology, information, services, and programs that engage the imagination, foster literacy, inspire intellectual curiosity, and broaden cultural perspectives.

The Library continues to be a busy place and an important resource for those in the community. Residents use the various spaces in the Library for work, play, learning, exploring interests, and engaging with others. In 2019, there were nearly 112,000 visits to the Library, a small increase from last year and the highest in the Library's history. Study and meeting rooms were used 1,811 times, an average of 35 times per week.

Library card holders checked out almost 115,000 items in 2019, including books, audiobooks, movies, music, magazines, tools, toys, and more. That's over 2,200 checkouts a week! In addition to these physical items, we saw more than a 20% increase in usage of the various downloadable and online materials available through the Library. These include eBooks, downloadable audiobooks, online magazines and newspapers, streaming and downloadable music and video, language learning resources, and more.

The Library provides free access to the internet as well as a variety of technology for residents, including computers, Wi-Fi, printing, etc. For some, the Library is the primary source for accessing these resources. In 2019, Library desktops and laptops were used 7,469 times, an average of 144 times per week. The Wi-Fi networks were accessed over 56,600 times. We began offering scanning services to the public in 2019. Additionally, the Library now has a Notary Public, whose free services are available by appointment.

Last year, community members attended a wide variety of programs and events for people of all ages. A total of 12,855 people attended 545 total programs events in 2019. Popular programs for young children include early literacy story times, toddler playgroups, toddler dance classes, and music programs. Programs for older kids and teens include arts and crafts programs such as Maker Mondays and Painting Miniatures, technology and literacy programs such as Girls Who Code and a middle school book club, and fun social opportunities such as trivia tournaments. The library also hosted senior project presentations, AP exams, and final exam study nights. Adult programs include concerts, author talks, film screenings, dance classes, technology tutorials, and multiple book clubs.

In early 2019, the Library presented "Millis Reads about Immigration". Community members were encouraged to read and discuss a selection of books on the topic and attend related programming. This program concluded with a trip to New York City to visit Ellis Island and the Statue of Liberty. The Library also participated in the first annual National Night Out in August, a great community event and opportunity to reach new people in Millis.

The majority of funding for Library programs was provided by the Friends of the Millis Library, whose membership drives, book sales, and other fundraising efforts make it possible to provide the community with a wide variety of programs for all ages, free of charge. Thank you to our Friends for the hard work and support! To learn how you can support the Library by volunteering your time or joining the Friends, visit millislibrary.org/friends or email friendsofmillispubliclibrary@gmail.com.

Additionally, Library staff seek and apply for grants to allow us to provide expanded and targeted services. Grants awarded in 2019 included a \$566 Millis Cultural Council Grant, a \$600 Girls Who Code grant, and a \$15,000 grant from Middlesex Savings Bank, and a \$7,500 Federal Library Services and Technology Act grant from the Massachusetts Board of Library Commissioners.

One of the biggest accomplishments of the year was the creation of a new strategic plan for the Library. In October 2019, the Library submitted its strategic plan for fiscal years 2021 through 2025, capping off a yearlong community planning process. This document outlines the goals and objectives that the Library will be working towards for the next five years. The complete plan is available at millislibrary.org in the Policies section of the website.

Library staff are at the core of all of these services, working tirelessly to plan and present new and engaging programs, helping patrons to navigate Library collections and services and find information, and keeping everything running smoothly. This year, we welcomed two new on-call Library Assistants. Jean Todesca joined us in January and Rachel Matthews came on board in October. Library Assistant, Rebecca Appelbaum took on the additional role of Tech Coordinator in late June. One of the things she has done in this new role is to replace the Library's 3D Printer. We now have a brand new 3D printer available for patrons to print their designs. Thank you to the Library staff mentioned above as well as to Susan Allison, Kim Borst, Donna Brooks, Mary Carney-Philips, Esther Davis, Lorraine Fermano, Karen Mortimer, and Rachel Silverman for their hard work and dedication.

We would also like to thank our Board of Trustees, Wendy Barry, Jennifer Farrar, and Laura Satta, who volunteered their time to support the Library's mission, provided their expertise to help the Library meet its strategic goals, and played a key role in the strategic planning process. We also want to give an enormous thank you for our generous volunteers and our wonderful community of library patrons, whose engagement and support are vital to the Library's successes.

Respectfully submitted,

Kim Tolson, Library Director

The Millis Public Library and the Millis community are in a period of change. In the past 6 years the town has built new or refurbished 4 major municipal buildings, including the current “new” Library, which was the first of these projects, completed in 2013. Over this short time period the town has also seen two senior living communities as well as several major traditional housing developments approved and/or started. As the town’s population grows and shifts, the Library must respond to support a wider range of collections, programs and services in line with the community needs and desires.

The Commonwealth recognizes the need for Libraries to grow and serve their communities. Every 5 years the Massachusetts Libraries, Board of Library Commissioners (MBLC), the state agency with oversight authority for the Commonwealth’s libraries, requires all libraries to prepare a 5-year strategic plan. This provides the Millis library with an opportunity to re-examine the purpose of the Library within our community on a regular basis.

Over the past 12 months the Millis Library has engaged in this process. The Mission and Vision for the Library was refined, and this specific Strategic Plan developed for serving the community. In order to understand community needs, the Library engaged the public and key stakeholders in the strategic planning process. A Community Planning Committee was formed of 11 stakeholders in the community with various backgrounds, interests and community responsibilities. Focus Groups for other stakeholder groups (e.g. staff and teens) were held and a Community Survey (both hard and electronic version) was developed and distributed. Through these efforts over 400 different community viewpoints were gathered to help shape the new Strategic Plan. The Strategic Plan provides focus and direction for operations, planning and resource allocation resulting in clear goals, objectives, activities and expected outcomes. This Strategic Plan will inform all Library decisions.

Through this Strategic Plan, the Millis Public Library commits to inspiring lifelong learning and building community by providing a safe, welcoming space where community members of all ages can access materials, technology, information services and programs that engage the imagination, foster literacy, inspire intellectual curiosity and broaden cultural perspectives. The Board of Trustees is fully committed to working with and supporting the Library Director and staff as they implement this plan.

Four main objectives will guide implementation of the Strategic Plan:

1. **ACCESS:** Community members have improved access to Library services
2. **CONNECTION:** The Library serves as a hub, connecting people with community-wide information, services, and other community members.
3. **LIFELONG LEARNING:** Community members of all ages are engaged with new and diverse Library programs and services.
4. **RESOURCES:** Learning and discovery are supported by staff and up-to-date, innovative Library resources.

Through better meeting our changing community needs, the Library strives to capitalize on the Library’s current success and expand its’ positive impact on our town. In the past year, the percentage of Millis residents who have library cards has increased by 9% to 57%, visits to the Library are at the highest level (112,000/year) ever, over 2,200 items (both digital and physical) were checked out every week and electronic media usage increased dramatically (20%). The Library is offering more varied technology, services and programming than ever aiming to reach, engage and support Millis citizens of all ages.

The Board of Trustees is truly grateful for the ongoing support of elected and appointed officials, the Friends of the Millis Public Library, library staff, volunteers, donors and most importantly library

patrons. It is people who transform a library building into a community space where residents can come together to learn, enjoy and enrich their lives. The Millis Public Library is a place for everyone.

Respectfully Submitted,

The Millis Library Board of Trustees

Wendy Barry, Chairperson

Laura Satta, Secretary

Jennifer Farrar



Millis Local Emergency Planning Committee

On behalf of all the members of the Local Emergency Planning Committee I submit the Annual report for 2019. The Local Emergency Planning Committee is an agency at the local, tribal, state, national or international level that holds responsibility of comprehensively planning for and responding to and recovering from all manner of disasters, whether man-made or natural. The LEPC is comprised of members of the Fire Department, Police Department, Department of Public Works, School Department, Transportation and Board of Health.

This year the LEPC said goodbye to Dave Byrne, LEPC director to retirement after over 30 years of service to the Town of Millis. Dave joined the LEPC in 1989 as a representative for the School Department, holding all positions within the organization until becoming its Director in 2015. Dave selflessly served the community and assisted in many of the town's most memorable emergency events. We are all grateful for Dave's service and wish him well in his retirement.

In taking over as Director for the LEPC, I will continue to strive to meet the needs of our community and work diligently with our members to prepare ourselves and our community for any emergency we encounter. We will accomplish this by working with our Regional Emergency Planning committee as well as the Massachusetts Emergency Management Agency and continually training our members and staff.

In closing I would like to thank the members of the committee for always being supportive and striving to ensure Millis is safe. I look forward to serving as your Local Emergency Planning Director.

Respectfully,

Richard Barrett, Director

Members:

Chief Chris Soffayer-Police	James McKay- DPW Director
John McVeigh- Board of Health	Kathleen Lannon- Board of Health
John Engler- School Department	Sandra Labarge- Transportation Director
Mike Guzinski- Town Administrator	Loring Barnes- Select Board Representative
Paul Jacobsen- Chairman	

Memorial Day Remembrance

As we traditionally do on this day, the two Millis veterans organizations conducted a ceremonial parade to honor all of our veterans who gave of themselves when they served our country and helped to preserve our liberty.

The parade started at Holbrook Square, proceeded to the Prospect Hill cemetery, then to the Veteran's Memorial Building, returning to Holbrook Square. At these venues, we heard from our religious leaders and veterans with speeches and the placing of wreaths. At each service, we were accompanied by a firing squad and patriotic musical selections by the Millis High School band with their trumpeter playing taps.

Escorting the marchers were the Millis police and fire service members. We were also joined by Millis Boy Scouts, Girl Scouts, Cub Scouts, Brownies and other groups too numerous to name. We thank all of these and those spectators who supported us by their presence, in this effort.

Every year, the Millis American Legion Post 208 with the help of the Scouts, also commemorate Memorial Day by placing flags at the graves of veterans at the Prospect Hill cemetery. Legionnaires also placed wreaths and flags at the eleven World War I and World War II monuments around town honoring the thirteen Millis residents who died in those terrible wars.

Subsequent to last year's Memorial Day observances we lost thirteen veterans:

Frank C. Cashman, Putnam Clark, Edward F. McBride, Robert McElroy, Richard A. Osterberg, Robert W. DiCenzo, John J. Dillion, Douglas Pucillo, George H. Holmes, Dominic A. Zonfrelli, Jr., Leo F. Garrigan, Scott A. Chesworth and Paul M. Howard . We saluted them by ringing the Holbrook bell with the naming of each of these veterans.

Respectfully submitted,

H. Robert Yeager, Commander

Millis American Legion, Post 208

PROCLAMATION

Whereas, Memorial Day, originally called Decoration Day, is a day of remembrance for those who have died in service of the United States of America. Over two dozen cities and towns claim to be the birthplace of Memorial Day. While Waterloo N.Y. was officially declared the birthplace of Memorial Day by President Lyndon Johnson in May 1966, it's difficult to prove conclusively the origins of the day.

Whereas, regardless of the exact date or location of its origins, one thing is clear – Memorial Day was borne out of the Civil War and a desire to honor our dead. It was officially proclaimed on 5 May 1868 by General John Logan, national commander of the Grand Army of the Republic, in his General Order No. 11. "The 30th of May 1868 is designated for the purpose of strewing with flowers, or otherwise decorating the graves of comrades who died in defense of their country during the late rebellion, and whose bodies now lie in almost every city, village and hamlet churchyard in the land," he proclaimed. The date of Decoration Day, as he called it, was chosen because it wasn't the anniversary of any particular battle.

Whereas, Millis has now been declared a Purple Heart Community in honor of those Millis Veterans who were wounded or killed in combat. And, whereas this is the 100th Anniversary of the American Legion of the United States, and whereas Millis Post 208 is entering its 100th year of service to veterans, their families, and the community.

Now, Therefore, Be It Resolved that the Millis Board of Selectmen do hereby proclaim Monday, the 27th day of May 2019 as Memorial Day in the Town of Millis, and urge all citizens of this community to join us in support of Memorial Day.

Report of the Town Moderator

Twice per year, all registered Millis voters are encouraged to gather to voice their opinions, deliberate and vote to enact the business of the town including the town budget, zoning issues and matters included on the warrant. Town Meeting has been referred to as one of the purest forms of democracy. It is also often referred to as a New England tradition dating back to the early 1600's.

Our town meetings consider a broad range of fiscal and policy issues. This is the basis for our government operations and our opportunity to set priorities as residents of Millis. The Annual Town Meetings are held in the Spring and Fall in the Millis Middle/High School Auditorium.

The Town Moderator is elected for a one year term each year at the annual town elections. The Moderator serves Town Meeting and acts independently of the other areas of Town Government. The Moderator presides over town meetings, deciding questions of order, making public declarations of each vote passed, and ensures that deliberation is fair, respectful, on topic.

For purposes of rules of order and procedure, our Town Meeting has adopted "Town Meeting Time: A Handbook of Parliamentary Law" as published by the Massachusetts Moderators Association. I'm proud to be a member of the Massachusetts Moderators Association's Board of Directors.

I wish to thank all Millis Voters who attended Town Meeting this year and special thanks to Town Clerk, Lisa Hardin and Assistant Town Clerk, Kathleen Smith, the Constables, voting list inspectors and tellers for their support at Town Meeting to assist in keeping the meeting running smoothly. Thanks also to Millis Community Media who make sure we are televised.

Millis is a great community to live in with an excellent school system and hardworking public officials who are successful in part because of the support of Town Meeting members. On behalf of all I would like to thank the Finance Committee for their efforts to inform and guide us through the issues presented and for breaking down complicated matters to a level we can better understand. Thanks also to the efforts of the Select Board, Board of Health, School Committee, Planning Board and all elected officials that are so important to our Town Meeting process. I also want to thank our Town Administrator, Michael Guzinski and School Superintendent, Nancy Gustafson for their many contributions to the town and its day to day functions.

Finally, I want to say thank you to the voters of Millis for electing me to serve as your Town Moderator. I am honored to serve the town and I appreciate your support.

Respectfully yours,

Erin Underhill, Town Moderator
etunderhill@millisma.gov

MILLIS

2019 REPORT OF THE NORFOLK COUNTY MOSQUITO CONTROL DISTRICT

NCMCD operations apply an Integrated Pest Management (IPM) approach to mosquito control that is rational, environmentally sensitive, and cost effective.

Surveillance

NCMCD is engaged in an intensive monitoring process through weekly field collections and data analysis in collaboration with the Massachusetts Department of Public Health (MDPH) to detect for disease-vectoring mosquitoes. Virus isolations assist us in focusing our surveillance to hot zones thereby allowing us to alert nearby towns of a potential epidemic. Public requests for service alert us to high numbers of nuisance mosquitoes.

Virus Isolations in the town:	23 samples submitted, with 0 isolations in 2019
Requests for service:	543

Water Management

Communication with residents and town/state/federal officials, site visits, monitoring, wildlife management, and land surveys while maintaining regulatory compliance is integral to the management of waterways that may contribute to mosquito breeding. Pre- to post-management documentation allows us to assess the efficacy of our work. Tire collections remove a common breeding site of mosquitoes.

Culverts cleared	26 culverts
Drainage ditches checked/hand cleaned	4,800 feet
Intensive hand clean/brushing*	0 feet
Mechanical water management	0 feet
Tires collected	168

** Combination of brush cutting and clearing of severely degraded drainage systems or streams by hand.*

Larval Control

When mosquito larval habitat management is not possible, larval mosquito abatement is the most environmentally friendly and effective method of mosquito control. An intensive monitoring program, aides in our decision to effectively target culprit locations.

Spring aerial larvicide applications	(April)	207.0 acres
Summer aerial larvicide applications	(May – August)	0 acres
Larval control - briquette & granular applications by hand		4.0 acres
Abandoned/unopened pool or other manmade structures treated		0 briquets

Adult Control

Adult mosquito control is necessary when public health and/or quality of life is threatened either by disease agents, overwhelming populations, or both. Our surveillance program, along with service request data and state of the art GPS and computer equipment, allows us to focus our treatments to targeted areas.

Adult aerosol ultra low volume (ULV) applications from trucks	4,921 acres
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Respectfully submitted,

David A. Lawson, Director

Norfolk County Registry of Deeds
2019 Annual Report to the Town of Millis
William P. O'Donnell, Register
649 High Street, Dedham, MA 02026

This year we celebrated the rededication of the Norfolk County Registry of Deeds building. The rededication event was the culmination of an extensive repair and renovation project completed at the Registry during the 2019 calendar year. The improvements made at the Registry, including new wiring, painting, repair of ceiling and roof, will allow for further efficiencies for both our employees and customers alike.

The rededication event also saw the release of our Notable Land Records Book Volume 2. We highlighted a notable citizen from each of the twenty-eight Norfolk County communities. These notable citizens included those who have contributed at the local, state and national levels. In addition, the honorees have distinguished themselves in many fields of endeavor including the arts, medicine, the law, military, diplomacy and government.

The Registry of Deeds is the principal office for real property records in Norfolk County. Its mission is to maintain and provide for accurate, reliable and accessible land records to all residents and businesses of Norfolk County. The Registry receives and records hundreds of thousands of documents annually. It houses more than 8.5 million land documents dating back to 1793 when George Washington was President. The Registry is a primary and indispensable resource for title examiners, mortgage lenders, municipal officials, homeowners, title examiners, real estate attorneys, genealogists and others with a need for land record information.

The Registry operates under the supervision of the elected Register, William P. O'Donnell, who has held the position since 2002.

2019 Registry Achievements

- Register William P. O'Donnell and his staff continued their direct outreach to town halls, senior centers, businesses, historical commissions and civic groups across Norfolk County. The Register was the guest speaker at the Millis Senior Center on December 18th and the Register held office hours at the Veterans Memorial Building on May 30th.
- The Registry of Deeds Customer Service and Copy Center continues to provide residents and businesses with quality service. **This year alone, the Center handled more than 5,000 requests.** These requests included the filing of Homesteads, accessing deeds, verifying recorded property documents and assisting those in need of obtaining a mortgage discharge notice. Customers can contact the Customer Service and Copy Center at 781-461-6101. Hours of operations are 8:30am to 4:30pm, Monday through Friday.
- In calendar year 2019, **the Registry collected approximately \$55 million in revenue.**
- The Registry of Deeds continues to address legislative issues to benefit consumers. In 2019, we again filed legislation to advocate for mortgage transparency by requiring mortgage assignments be recorded at the appropriate Registry of Deeds.
- This year saw a record number of electronic recording filers, **approximately 1,685.** The Registry is approaching 50% of its recordings being done electronically.
- In 2019, we hit a record high of recording our **37,380 Registry of Deeds book.** For the sake of security and redundancy, we store our documents 3 different ways: hard copy, electronically and by microfiche.

- In calendar year 2019, the Registry processed over **12,000 Homestead applications**. The law Chapter 188 (M.G.L.) provides limited protection of one's primary residence against unsecured creditor claims.
- The Registry continues to fine tune its completed History Comes Alive Transcription program. The initiative, the first in New England, makes land recorded documents written by scribes of the 18th and 19th centuries in the old cursive hand writing style much easier to read by converting the words into easy-to-read electronic text. **The program earned the praise of two-time Pulitzer Prize historian, David McCullough.**
- The internet library of images, accessible to the public through the Registry of Deeds' online research system at www.norfolkdeeds.org continues to expand. Today, all documents dating back to the first ones recorded in 1793 are available for viewing.
- We also continued our commitment to cyber security with annual training of our employees.
- We have enhanced our website by including a genealogy page and a section highlighting land records of notable people – United States Presidents, military heroes, noted authors and leaders in their fields of education, environment and the law
- The Registry's website www.norfolkdeeds.org routinely updates the public on such news as real estate statistics, answers to frequently asked questions, the latest schedule for our community outreach initiatives, along with detailing of our consumer programs. Additionally, we also write a monthly column for various Norfolk County newspapers and their online websites. We also distribute a weekly press release to alert residents of the latest happenings as well as to remind them of our consumer services.
- The Registry's free Consumer Notification Service allows any county resident to opt in to this free notification service and be alerted when any land document – fraudulent or otherwise – is recorded against their name. For more information, please see our website at: www.norfolkdeeds.org. Currently, over 1,100 Norfolk County residents are signed up for this program.
- Register O'Donnell hosted a free computer seminar at the Registry to provide hands-on-training to the general public, municipal officials, real estate professionals, genealogists, and anyone with an interest in Norfolk County land documents.
- The Registry continued its community outreach commitment by working with Interfaith Social Services of Quincy, Father Bill's & MainSpring of Quincy, the VA Boston Healthcare System, Voluntary Service Program and InnerCity Weightlifting on our 'Suits for Success' program. We also support the New Life Furniture Bank of MA in Walpole to assist those who are in need of household items. ***Our Toys for Tots' Drive has collected over the years over 2,000 presents. Our Annual Holiday Food Drive continues to support Food Pantries in Norfolk County. This year's food drive collected enough groceries and household products to be able to visit multiple food pantries. Finally, the Registry has received more than 4,000 pieces of clothing donations for our "Suits for Success" programs.***

**Millis Real Estate Activity Report
January 1, 2019 – December 31, 2019**

During 2019, Millis real estate activity saw decreases in both total sales volume and average sales price.

There was a 12% increase in documents recorded at the Norfolk County Registry of Deeds for Millis in 2019, resulting in an increase of 209 documents from 1,735 to 1,944.

The total volume of real estate sales in Millis during 2019 was \$86,979,929, a 7% decrease from 2018. The average sale price of homes and commercial property was also down 17% in Millis. The average sale was \$480,552.

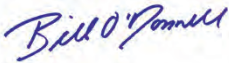
The number of mortgages recorded (433) on Millis properties in 2019 was up 33% from the previous year. Also, total mortgage indebtedness increased 196% to \$281,250,756 during the same period.

There were 3 foreclosure deeds filed in Millis during 2019, representing a 57% decrease from the previous year when there were 7 foreclosure deeds filed. Homestead activity increased 11% in Millis during 2019 with 184 homesteads filed compared to 166 in 2018.

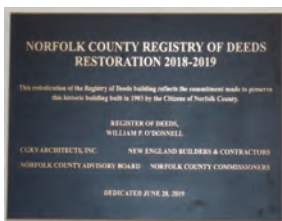
The Millis notable land deeds selection for the Notable Land Records Volume 2 booklet was Christian A. Herter, Governor of Massachusetts and United States Secretary of State. Christian Herter was elected Governor of Massachusetts in 1952. Before that he was a State Representative in 1930 and in 1942 he ran and won a seat in the U.S. House of Representatives. In 1957 Herter was appointed Undersecretary of State by President Eisenhower and when Secretary of State John Foster Dulles fell ill in 1959 he was named to replace him and served until 1961. Governor Herter also served as a special representative regarding trade negotiations for both the Kennedy and Johnson administrations, serving until his death in 1966.

Finally, our objective at the Registry will always be to maintain, secure, accurate and accessible land records for the residents and businesses of Norfolk County. It is a privilege to serve you.

Respectfully submitted by,



William P. O'Donnell
Norfolk County Register of Deeds



This year we celebrated the rededication of the Norfolk County Registry of Deeds Building.



Register O'Donnell was the guest speaker at the Braintree Men's Club.

2019 REPORT OF THE OAK GROVE FARM COMMISSION

The Oak Grove Farm Commission's charge remains the same - continue to improve and maintain all areas of the farm so it may be safely enjoyed by all. Since its purchase in 1984, maintenance and improvements have generally been completed through volunteer efforts. A good example of volunteerism was early this past July which was both hot and humid. The Commission purchased 60 cubic yards of certified playground chips. Delivery was at the convenience of the vender. Spreading the chips should have been easy using a small tractor, however, the ground was very damp causing the tractor to leave ruts. The ruts began to fill with water and final chip spreading was halted. A resident, Joyce Boardi, was visiting the playground with her granddaughter. She realized the distress of the tractor operator. She immediately organized an effort using her cell phone and social media, gathering people to show up and complete the job by hand. A few days later the Commission identified and unclogged three sub-surface drains. Thanks to all of those who helped.

The town increased our budget from \$1,636 to \$5,636 for FY 2019. \$2,000 was earmarked for those playground chips, and the second \$2,000 was spent to spray for gypsy moths at various locations throughout Oak Grove. Our spraying effort was too late for some Oak trees along Ridge Street, but not all. We were also able to keep the damage from spreading to a stand of mature oaks next to the farmhouse on Exchange Street and also another grouping of trees at the south end of the Ridge Street field.

Our Norway maple replacement program is halfway complete. Of the original 54 trees identified for removal, one-half have been replaced. In early 2020, another 12 trees will be removed, thus allowing space to plant 16 more trees. Older trees continue to fall on regular basis around Oak Grove often due to age; others are toppled by the wind and weather. These are trees that may either be removed by the Commission or left where they fall if not in the way.

During the fall 2019, a local brush clearing contractor using an excavator-mounted brush hog cleared brush and undergrowth consisting mostly of invasive brush and vines. Walkers who use the farm regularly are aware of the areas cleared. This trail clearing method will continue as funds are available. A crew from the Norfolk County Sheriff's office spent a day clearing Children's Garden of weeds, poison ivy, and garden debris. The Commission will review future maintenance options.

The Commission continues to host many local groups at Oak Grove Farm: girl and boy scouts, High school senior projects, cross country meets, soccer games, the Millis soccer club and the Millis girls softball program, to name a few. For the past three years, the Life Experience School has held its annual field day at Oak Grove. Tinkergarten continues to hold its early childhood education program throughout the year. The Millis Montessori School will held its third annual Color Run this year. Sparhawk Academy used our baseball field for practice in the spring and one of the soccer fields for fall practice. All organized groups like the above listed must obtain a permit from the Oak Grove Farm Commission.

The Millis DPW continues to mow the athletic fields and empty the trash receptacles from April 1 through mid-December. We would like to thank all responsible dog owners who clean up after their pets, especially Peter and Erika Harkey, who pick up the waste of other people's dogs. The Commission does not provide dog waste disposal containers and we once again ask dog walkers to remove their waste from the farm.

Many thanks to the Commission's administrative assistant Kathi Smith, DPW director Jim McKay, DPW foreman Dave Rachmaciej, Deidre Gilmore, town administrator Mike Guzinski, operations manager Karen Bouret, Maureen Cannesi, Finance Director Carol Johnston, Lisa Moran, police Chief Chris Soffayer and his officers, gardener Jean Maier. Also deserving of thanks are Alan and Peter Works, Scott McPhee of Harrison McPhee Tree Care. The Commissioners owe sincere thanks and gratitude to the late Dino D'Innocenzo, a long-time Millis resident, for his many years of assistance to the Oak Grove Farm Commission since the town purchased the Farm. We are grateful that his son, Mike, and Dino's wife, Patti, continue to assist us.

Sue McAvoy, John McAvoy, Julio Fontecchio, Rob Elbery, and Steve MacInnes

PERMANENT BUILDING COMMITTEE

At the annual spring Town Meeting in May of 2019, the citizens voted to approve \$3.9 million to construct a separate vehicle repair bay and a vehicle wash bay and to convert the existing DPW building into an unheated vehicle storage facility. In addition, a separate staff building was approved for both DPW personnel and school bus drivers. A formal contract for the design was negotiated and executed and the design work began in earnest with our architects, Taylor and Burns of Boston and engineering consultants Simpson, Gumpertz and Heger of Waltham.

A conceptual plan was presented in the fall to the committee. Completion of construction drawings and specifications will continue in early 2020 with the intention to put the project out to public bid in the late spring. If that schedule holds, construction could commence in late summer, with a duration of approximately one year.

Also at the spring Town Meeting, citizens approved \$35,000 to commission a study to determine the needs for the senior center. They have been located on the ground floor of the Veterans Memorial Building since its construction in 1999. The number of “seniors” in Town continues to increase and is, in fact, the largest percentage of citizens, (25% age 60 and over). Requests for proposals to conduct the study were sent out in the fall and the PBC, with ex-officio members from the Council on Aging interviewed three finalists. The firm of Abacus Architects + Planners of Boston was selected. A preliminary review of existing facilities was made by the end of 2019. Work to determine future needs will continue into 2020, through community outreach and consultation with current stakeholders. A formal recommendation is expected prior to Town Meeting in November, 2020.

Citizens also approved \$25,000 for a study of the condition of the existing Lansing Millis Building (the old train station). A request for proposals was sent out late in the year with the selection of an architect to be completed in early 2020. Future

use of the building, including private development, is being considered. That work is being done with the input from the Economic Development Committee. A report is expected in 2020.

Finally, I want to thank Jon Wine for his service to the Town who resigned from the committee in the fall. He served on the PBC for over 10 years, having worked on the construction of the library, police and fire stations and the new Clyde Brown school. Thank you, Jon for your valuable contributions.

The Permanent Building Committee is looking forward to a busy year in 2020.

Respectfully submitted,

Wayne Klocko, Chairman

Diane Jurmain

John Larkin

Pat Sheehan

Craig Schultze

Kim Borst, Secretary

2019 ANNUAL REPORT OF THE PLANNING BOARD

The Planning Board administers the division of land, subdivision control, and zoning in an effort to accommodate long-term growth, maintain the positive aspects, and work to mitigate or eliminate the negative aspects of land in Millis. The Board is charged with administering the State's Subdivision Control Law, the local zoning by-laws and the land subdivision rules and regulations. The Planning Board also makes recommendations to the Select Board on Zoning By-Law amendments. The Planning Board consists of five members and one associate member.

Throughout 2019, the Planning Board conducted statutorily required public hearings and continued public hearings on various applications and proposed projects (special permit/site plan review applications, definitive subdivision approval applications; open space preservation developments; earth removal permits, etc.); informal discussions with individuals, including attorneys, architects, and engineers regarding land located in Millis; consistent review of existing zoning by-laws and subdivision rules and regulations for conformance with State statute and revisions as necessary. The highlights included the approval for construction of a gasoline filling station/ convenience store/coffee shop at 1105-1115 Main Street, Recreational Marijuana Dispensary at 1525 Main Street, approval of a self-storage facility at 1475, 1485 & 1512 Main Street, and approval of a marijuana cultivation facility at 1073 Main Street (the former GAF Manufacturing location). Two Open Space Preservation residential development special permits were approved for: (1) Ridge Street and (2) Main Street/Cottage Ave. ("Woodlands").

Numerous 81-P Plan applications (Subdivision Approval Not Required - "ANR") were reviewed and approved/endorsed by the Board.

Board recommendations approved at Town Meetings included, in part, creation of a Municipal Facilities Overlay District and Age Qualifications Amendments to the Senior Residential Community Development Bylaw.

In 2019, Mr. Robert (Brutus) Cantoreggi, after serving as a long-time member of the Planning Board, did not seek re-election. The Board extends its gratitude to Mr. Cantoreggi for his years of dedicated, valued service to the Planning Board. In spring of 2019, the Board welcomed Mr. Bodha B. Raut Chhetry as a Planning Board member and Mr. Joshua Guerrero as Associate Member.

Sincere thanks go to Town Administrator, Michael Guzinski; the Select Board and staff; Paula Dumont, Assistant Assessor; the Town's Building Commissioner, Mike Giampietro; Clerk Lisa Hardin and staff, Kathi Smith and Sue Vara; Fire Chief Barrett; Police Chief Soffayer; Madeline Yusna and all the fine workers of the Millis cable group, whose broadcast of our meetings continues to keep the residents of Millis informed; and, of course, the Board's most organized assistant, Camille Standley.

We especially want to thank all the residents who attend and participate in discussions at the Board meetings. We value and appreciate your comments.

Please visit our website for additional information including application forms, checklists, and regularly posted agendas and meeting minutes at: <https://www.millis.org/planning-board>

Respectfully submitted,

Richard Nichols, Chair

Nicole Riley, Esq, Clerk

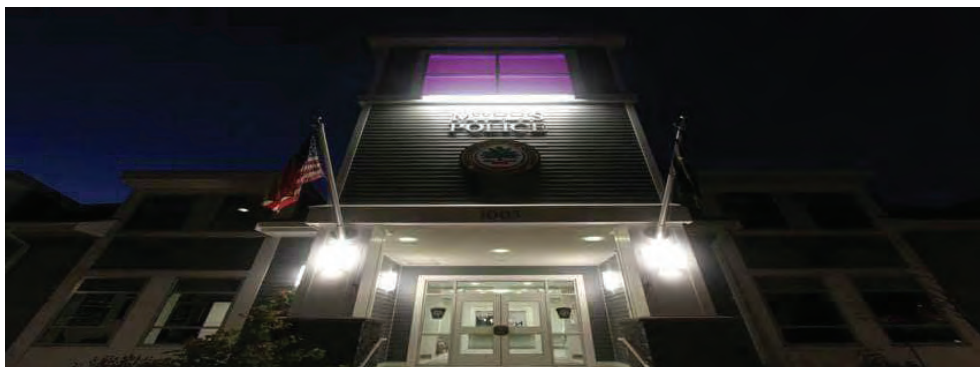
George Yered, Member

James McKay, Member

Bodha B. Raut Chhetry, Member

Joshua Guerrero, Associate Member

Camille Standley, Administrative Assistant



Millis Police Department 2019 Annual Report

Dear Millis Residents,

It is my pleasure to present to you the annual report for the Millis Police department. It is my privilege to work with an outstanding team of dedicated professionals. The mission of the Millis Police Department is to consistently find ways to promote, preserve, and deliver a sense of security, safety and quality of life to the residents of Millis. To fulfil our mission, we are committed to:

- Acknowledge our responsibility to the citizens of Millis, our source of authority;
- Performing our duties within the spirit and the letter of our laws and constitution;
- Remaining sensitive to human needs and treating each person with respect, compassion and dignity;
- Approaching each situation as unique and responding creatively with empathy and prudent use of discretion;
- Promoting mutual trust between the Department and the citizens and businesses of Millis;
- Enhancing safety and a feeling of security for our residents; fostering a quality work environment that encourages open communications and affords trust, respect, and support for each member.



The Millis Police Department is a proactive department that takes pride in working with the community to address issues that help improve the quality of life. We have hosted a series of events that engage the community, National Night Out, “coffee with a cop”, Millis Police Public Forum, Rape Aggression Defense, Crime Prevention, and the Millis Police Leadership Academy. We will continue to deliver these effective

programs to the residents of Millis. We are currently working on the curriculum for a Citizen’s Police Academy that we will offer this fall.

As a profession, policing is on the verge of significant change. We are constantly looking at how we can better prepare and train our officers. We have been actively reviewing our policies and procedures, to provide the Millis community with the best services possible. We are actively working with our community to build and strengthen the relationships that will ensure we are a reflection of this community.

The Communications Officers continue to serve as the vital link between the community and the sworn members of the department. The dispatch center was responsible for handling 16,790 calls for service in 2019. In addition to those calls for service, the dispatch center responded to hundreds of other walk-in requests from citizens.

CALL TYPE STATISTICS

Restraining Orders	51	Alarm	641
911 Calls	1222	Assault (Simple, Felony, Domestic)	17
Citizen Request for Services	501	Assist Other Agency	220
Breaking and Entering	15	Civil Complaint	52
Disabled MV	122	Disturbance & Disturbed Person	142
Domestic Abuse	41	Credit Card Fraud	68
Motor Vehicle Accident	121	Investigation	131
Larceny	48	Lockout MV	13
Lockout Building	62	Well Being Check	149
Motor Vehicle Stop	4122	Wires Down	33
Property Check	4721	Sexual Assault	7
Trespassing	14	Suspicious MV, Person, & Activity	971
Sudden Death	12	Suicide & Suicide Attempt	14
Vandalism	36	Youth Gathering	22
Missing Persons	17	Court Process Service	338

Each year, police departments across the commonwealth face new challenges, for 2019 those challenges were diverse, and brought out the very best of our police department. The level of support displayed by the citizens of Millis towards their police department is best described as outstanding. I could not be prouder of the members of the department for the manner in which they conduct business on a daily basis.

While all of us appreciate the relative safety of Millis, the reality of the world today brings with its societal challenges that need to be faced. We must be prepared to respond to those challenges in a manner that respects and ensures the rights of our free society while protecting us from those who would do harm.

CUSTODY STATISTICS

Protective Custodies	49
Assault & Battery Dangerous Weapon	5
Operating Motor Vehicle with a Suspended License	19
Warrant Arrests	39
Domestic Assault and Battery	17
Operating Under the Influence	23
Possession of Class A drug	6
Possession of Class E drug	3
Receiving Stolen Property	9

MILLIS POLICE DEPARTMENT STAFF

Chief Christopher J. Soffayer

Sgt. Kristopher Maxant Sgt. Nicholas Meleski Sgt. Corey Volpicelli
Sgt. John Shearns Sgt. Dominic Tiberi

Ptl. Peter Opanasets Ptl. Paul Smith Det. Jason Gonzalez
Ptl. Paul Adams Det. Dale Bickford Ptl. Robert Afienko
Ptl. Sean Nelson Ptl. Craig Thompson Ptl. Zachary Forsythe
Ptl. Matthew Sullivan

Permanent-Intermittent Officers

Ptl. James Lopez
Ptl. Paul Kearns

Communications Officers

Robin Cahill
Paul Kearns
John McLaughlin
Kevin Conley
Paul Curtin
Colby Zitoli
Tyler Angel
Angela Vongsavath

Crossing Guards

Peter Falzone
Claire Gorman
Joanne Monroe
Robin Pitman

Department Assistant

Tracy Leavitt

Respectfully Submitted,
Christopher J. Soffayer
Chief of Police

REPORT OF THE MILLIS RECREATION DEPARTMENT

The Recreation Department is dedicated to providing the Millis community with extracurricular, informative, educational, entertaining activities and recreation sports programs. The wide variety of opportunities the Recreation Department works to offer address the needs and preferences of the entire community, offering programs for all citizens from infancy to adulthood. In working to fulfill our mission, the Recreation Department stays in close contact with the community to ensure Department policy and activity reflects the community's interests and needs.

The Millis Recreation Department publishes program brochures for Fall, Winter, Summer and Spring courses and registrations are always open. Fees charged for programs cover the cost of materials, pay salaries and help defray other costs. The Recreation Department is completely self-supporting. The Recreation Committee consists of appointed members who are working to better your community.

Recreation Committee and Volunteers: Mike Banks, Steve Cassidy, Tim Davis, Kris Fogarty, Director, Erin LeBlanc, Sharon Locke, Judy Malouf, Pam Mustard, Paula Norton, and Susan Vara.

Your Recreation Department is successful because of the cooperation between the Department and the Town Administrator, Board of Selectmen, School Department, Veterans Memorial Building Staff, Police and Fire Department, Public Works Department, the Millis Public Library, and local businesses. A well-deserved thank-you also goes to the many volunteers and professional involved with the Recreation programs who are so generous with their time and talents. The Recreation Department also helps to support the students with their Community Service hours.

The Recreation Department received a \$10,000 Grant from the State to invest in Inclusive and Adaptive programming and equipment. We would like to thank Representative David Linsky for his support in his advocacy for the funds.

The Department doubled its program offerings in 2019. A sample of typical programs available through the Millis Recreation Department follows:

Pre-school: Soccer, T-ball, Toddler Playgroup, Karate, Yoga for Moms & Tots and Songs, Rhymes & Games, Swimming Lessons, Mommy and Me Music, Dance and Tumble, Ballet, Ice Skating Lessons, Messy Mixtures, Mini Sports and Gymnastics

Youth: American Ninja Warrior, Archery, Blast Babysitting, Junior Volleyball, Gymnastics, Performing the Arts, Karate, Basketball, Basic Drawing & Cartooning, Teen RAD class, Tennis Lessons, Home Alone Safety, Hip Hop, Ballet, Guitar Lessons, Horseback Riding, Learn to Skate, Nashoba Valley Ski and Snowboard Lessons, Kids Self Defense, Knitting, Sewing, Yoga, Boxing, Intro to Cheerleading, Robotics, Kung Fu, Floor Hockey, Soccer, Swim Team, STEM Programs.

Adults: Basketball, Cooking Classes, CPR Course, Evening Boot Camp, Hiking Club, Ladies Night Out Specials, Learn to Draw, Nutrition/Wellness Series, Sewing Lessons, Learn to Knit, Painting and Sketching, Preparing for Retirement, Photography, Pickleball, RAD, Self Defense, Stage Home to Sell, Tennis Lessons, Volleyball, Yoga.

Trips and Special Events: Adult Bowling Night, Cemetery Stroll, Newport Mansion Tour, School of Rock performance, MGM Casino, Father's Day Fishing Derby, NYC Trip, Mother of the Year Contest, Annual Easter Egg Hunt, Santa's Holiday House, Splash Day, Summer Concert Series and Halloween Touch a Truck.

Kris Fogarty
Recreation Director

Millis School
Committee 2019
Chairman's Report

In 2019 there was no change to the membership of the Millis School Committee. Marc Conroy was re-elected to a three-year term.

The new Clyde Brown School opened as scheduled in September of 2019. The project was on time and will be under budget. The Elementary School Building Committee is to be commended for its efforts with this project, as are the residents of Millis for their multi-year support to bring a new elementary school to Millis.

The Superintendent, administration, teachers and support staff continue to provide a high level of education at one of the lower per pupil expenditure rates as compared to districts of similar size as well as those in our geographic location.

The district continues to expand curriculum offerings at all levels, elementary through high school. Administrators and staff also continuously look to provide extracurricular activities that meet students' interests across grade levels, especially in the middle school and high school.

Thanks to the support of the Millis community and District's staff we continue to be able to provide opportunities for our children to thrive.

Sincerely,
Marc Conroy,
Chairman
Robyn Briggs
Steven Catalano
Denise Gibbons
Kerri Roche

SUPERINTENDENT OF SCHOOLS

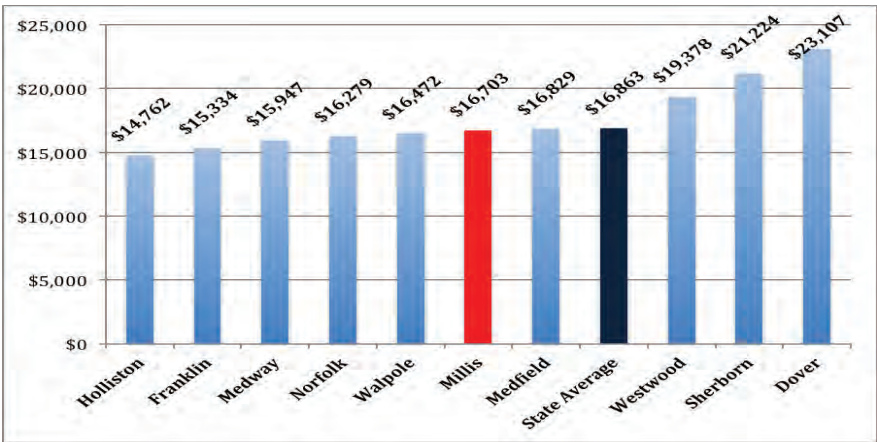
Small School, Big Family

Millis Public Schools 2019 Annual Report

The civic foundation of a town relies on strong public education and our schools contribute more to our local community than simply educating its youth. In Millis, we are fortunate to have built a culture of respect and collaboration and our school district reinforces character attributes that make Millis a better place to live for all. Our graduates serve the community well, as can be witnessed directly with our outstanding Chiefs of Police and Fire and many other members of public safety departments and town employees. The Town of Millis has informally adopted our district motto of "Small School, Big Family" as "Small Town, Big Family", capturing the approach to life in Millis that makes it an attractive and cohesive town. In the schools we know that our actions and foundational beliefs have broad impact. Quality of life, civic engagement, economic growth and property values all depend on good schools. The Millis Public Schools prepare students well for higher education and careers as well as for responsible local and global citizenship and stewardship of our community and our planet.

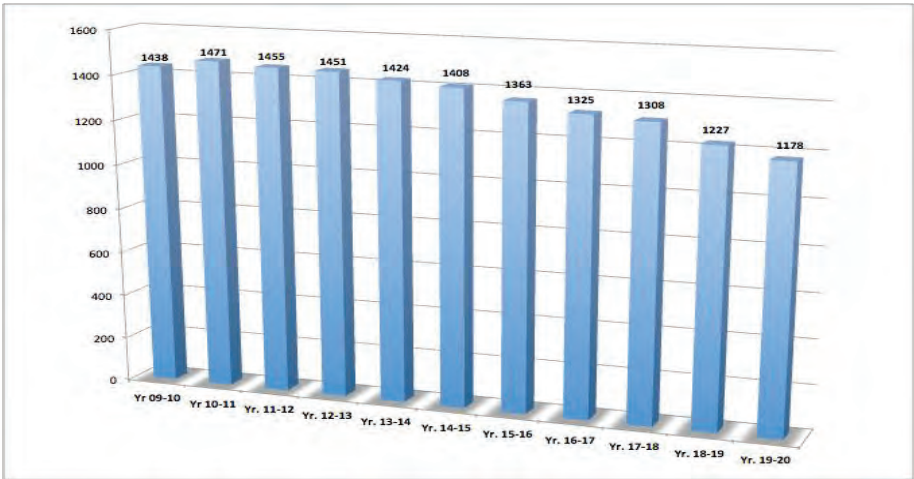
As a high performing district in the highest performing state in the nation, the Millis Public Schools provide a very strong foundational education. We have developed innovative programs such as Spanish Immersion, Elementary Foreign Language instruction (FLES), the Tools of the Mind program in Kindergarten and Pre-School, an exemplary secondary Fitness and Leadership program, and project-based engineering design integrated throughout the grades. We utilize a student-centered, personalized approach to technology-enhanced project-based learning to promote 21st century skills in all grades, skills that are required in a fast-changing global economy.

The Millis Public Schools offer an excellent level of education on a low per pupil expenditure by taxpayers in comparison to the state average and also in comparison to equivalent districts in size. The average cost per pupil in our state was \$16,506.27 in FY '18, the latest year for which we have comparison data. In FY '18, Millis was the 205th largest district out of 322 school districts with an enrollment of 1,285 in-district students, with 204 districts having more students enrolled than Millis, and 117 having fewer. Total Per Pupil Expenditures as recorded by the Department of Elementary and Secondary Education in FY '18 for Millis were \$14,621.32 per pupil, ranking it 243rd out of 322 school districts, or just barely falling into the bottom 25% of the state in per pupil spending. This was \$1,884.95 less than the state average. It is also \$741.53 lower than the 205th lowest school district in spending. If Millis were to have spent an amount equal to the 205th district based on per pupil expenditures, it would have needed to add \$952,792 in FY '18, still \$1,143.42 below the state average but more in line with our size.



The above chart shows the 2019 per pupil expenditure of \$16,703 (including costs for out of district tuitions for special education programs) reflecting the lower enrollment we are experiencing rather than a greater revenue allocation. The schools have experienced lower enrollment in the younger grades due to lower birth rates in town and a lack of housing stock for families who wish to move to Millis, a trend that is reversing slowly. Even though enrollment has fallen, it has not fallen equally in all grades and we have not been able to reduce costs for teaching staff in all grades due to those fluctuations in enrollment. The per pupil cost is now \$160 lower than the state average. As always, we must be creative in how to meet students' needs within a tight budget. We have done so with a targeted vision, creative programming, and personnel reorganization and by developing a collaborative, student-centered culture in which staff connect personally with students, have an unwavering belief in student potential, go the extra mile, and focus on developing the skills and attributes that lead to success in 21st century life. These are what make the Millis Public Schools successful.

Ten year Enrollment Trend in the Millis Public Schools:



The highlight of 2019 is the completion of the new Clyde Brown Elementary School for grades preschool through grade five, housing 581 students. The design of the building incorporated community input and supports student-centered, hands-on, project-based instruction with an emphasis on students gradually taking responsibility for and “owning” their learning through having more personalized pathways and choice in how they learn and show what they’ve learned. Community support for this endeavor was overwhelming!



Important initiatives and accomplishments in 2019:

- Millis High School has earned distinction as a school that serves our economically disadvantaged students better than most districts in the state. MHS ranked 5th highest in the state for our ELA and Math MCAS scores for our economically disadvantaged sub-group, behind only Boston Latin and Latin Academy, Lexington and Belmont High Schools.
- One hundred percent of our students participate in community service. We consider civic awareness and engagement to be essential for students.

- The Millis Public Schools has a 0% dropout rate due to our personalized and tenacious approaches with students and the relationships they form with staff.
- Students in Kindergarten through grade 12 all received Spanish instruction and approximately 40% of our students enroll in Advanced Placement Spanish and pass the college level test. By starting early, children learn easily and naturally while developing cultural awareness and respect.
- Millis High School was awarded an AP School of Distinction for increasing the number of students taking the most rigorous Advanced Placement courses and passing the tests.
- We now have a Virtual 3-D Innovation Lab in each school due to MERIT Educational Foundation funding that is used to provide students with virtual experiences.
- At the Middle School, Robotics and Computer Science increase Math and Science skills in real-world scenarios and further develop coding skills.
- K-5 teachers also integrate Engineering and creative problem solving into the curriculum. Students learn real-world skills while making things that solve problems and adapting them through the creative Engineering Design process in the Maker Space/Engineering room.
- All three Millis schools, as official International Spanish Academies, have received top awards in the Spanish government's School of the Year competition with over 100 entrants from the US and Canada. Spanish Immersion students receive diplomas from the Spanish government attesting to their fluency in Spanish language and Hispanic culture.
- Millis has twice been recognized as a district that provides "a very strong return on investment according to the Center for American Progress, a public policy research organization.
- Our students have earned several Regional Emmy Awards for their video productions. The annual Lights, Camera, Action Conference hosted in Millis that is entirely put on by the students under the direction of Danielle Mannion. Other students have won competitions and awards for Public Service Announcements. Our New Media/TV Production program is one of the finest in the New England region and many students from Millis go on to major in this at the university level.
- Millis High School continues to be recognized as one of the Top High Schools in the United States each year as determined by the Washington Post, Newsweek magazine and US News and World Reports, in the top 5-6% of schools nationwide.

- 95% of our Middle school students and 81% of our high school students are engaged in extracurricular activities. 75% participated in school-sponsored athletics last year.

Other Indicators of Success

Recent research indicates that character attributes such as perseverance, grit, curiosity and interpersonal skills are better indicators of success in life than standardized test scores. (Paul Tough, 2012, *How Children Succeed: Grit, Curiosity, and the Hidden Power of Character*.) In Millis these character attributes are a focus for development alongside academic skills. Some data that supports the effectiveness of our focus on developing these attributes:

- Ninety two percent (92%) of the 2019 graduating class went on to higher education, 74% to four-year colleges.
- A very high percentage of our students (91%) take the SAT tests and score above the national and state averages.
- Over 60% of our students take at least one Advanced Placement (AP) course and test in 15 different areas. 73% of the 112 students who took AP classes scored a passing grade of 3 or above.
- Many 2019 graduates were accepted into the top two categories of colleges - Most Competitive or Highly Competitive, according to Barron's ratings. A sampling of those schools includes: Yale University, Boston College, Bentley University, Brandeis University, College of William and Mary, Gettysburg College, Fordham University, University of Miami, Mount Holyoke College, University of Rochester, Skidmore College, Tulane University, Union College, Villanova University, University of Virginia, and Worcester Polytechnic Institute.
- All of our seniors are required to complete extensive Senior Projects with adult mentors from the community and with a focus on giving back to the community.
- Our attendance rate is greater than 96%, which means fewer than three students per grade level are out on any given day. Family partnerships are key to high student achievement.
- A crucial aspect of a Millis education is the personalized instruction and learning that we are able to provide due to our small size and caring staff. Small Schools, Big Family is a motto that we live by. Hard work and perseverance are proven to be critical factors in one's success in life and we specifically develop these attributes through challenging and supporting all students to become self-directed learners, athletes, leaders and community contributors.

MCAS Highlights

Even though there are many other indicators of student achievement and growth on which Millis students do well, the state MCAS test remains the most widely reported. Massachusetts is the highest scoring state in the United States on the NAEP (National Assessment of Educational Progress) test, of which Millis has been a participant. In fact, when Massachusetts' students are tested on international tests such as the PISA test, they perform nearly as well as the highest performing nations in the world even though we assess everyone and do not track students early toward "non-college" options.

The MCAS was revised in grades 3-8 two years ago in order to try to capture more application of skills and problem solving. In the top two categories – Exceeding Expectations and Meeting Expectations, the data again showed us that Millis students are doing considerably better than the state average, outscoring the state average in 5 out of 7 ELA categories, 6 out of 7 Math categories and in all 3 of the Science tests.

The Millis Public Schools is succeeding in moving more students into those top two categories. Results in 2019 show 62% scoring in the Exceeding and Meeting Expectations categories compared to 52% across the state in the area of English Language Arts. For our High School students, there was a 10% increase over the state with 71% of the Millis students scoring in the top two categories. In math, we saw similar results with 61 % of Millis students scoring in top categories compared with 49% at the state level and 72 % of our tenth graders outscoring the state's 59%.

This kind of growth supports our implementation of researched based-instructional practices that is happening in our classrooms everyday. We believe that our focus on personalized learning, student voice/choice and standards-based learning has contributed significantly to the good work done by our students on the statewide tests as well as other measures of learning.

COMPREHENSIVE PROGRAMS AND EXTRA- CURRICULAR ACTIVITIES

Many of our students achieved recognition for their academics, extra-curricular involvement and leadership:

- Alexi Vaillancourt received the Massachusetts Association of School Superintendents Certificate for Academic Achievement for Millis for excellence in academics and leadership in co-curricular activities and in the community.

- Haley Lederer and Elizabeth Shearns received the National School Development Council Award for Academic Growth and Student Leadership.

The Millis Public Schools offer a comprehensive educational experience with some outstanding programs. The number of students participating in Band, Marching Band and Chorus are increasing. The drama and dance programs are growing in numbers and present two or three productions each year, giving our students great opportunities for creative self-expression. The strong collaboration between the Millis Theater group and the Millis Schools ensures dramatic experiences of a high quality are open to Millis students. Terpsichore, the Millis School Dance Club, produced the sixth annual Nutcracker performance with expanded performances and different casts ranging in age from 3-18, an event that unites the town of Millis.

Student awards for Band for 2019 are:

- ★ John Philip Sousa Excellence Award - Renee Reggio
- ★ MVP Award - Vivian Hurwitz
- ★ Determination Award - Sofi Yi-Murray
- ★ Musicianship Award - Georgia Riordan
- ★ Marine Band Award - Evelyn Boyle
- ★ MHS Band Graduation Award - Carter Howley
- ★ Janice E. Norton Music Scholarship - Carter Howley
- ★ 2019 Academic Music Awards- Dory Stefanowicz, Lucas Comiskey
- ★ 2019 MMEA Eastern District Jr. Festival - Lydia Scanlon

2019 Chorus Awards for Middle School:

- ★ Outstanding chorus student in 8th grade - Mia Braccio
- ★ Eastern Junior Districts Chorus - Sofia Skop
- ★ Treble All-State Chorus - Mia Young

2019 High School Chorus Awards:

- ★ National Choral Award - Maya Hurney
- ★ MVP Award - Valerie Black-Graham
- ★ Determination Award - Grace Harrington
- ★ Musicianship Award - Nicole Davies
- ★ Excellence In Chorus (Class Day Awards) - Sara Harrington
- ★ Excellence In Chorus (Underclassmen) - Livi Calais

Massachusetts Art Education Association Awards:

- ★ Massachusetts Amazing Emerging Artists - Lauren Taylor
- ★ MAEA Davis Publication Award - Lauren Taylor
- ★ Artsonia Artist of the Week - Kate Spangenberg



Senior Lauren Taylor was the recipient of a New England Scholastic Press Award for Local Journalism for her cartoon of EEE in a fall issue of the Mohawk Press.



The School Library Council organized an "Open Mic" night at the Barnes and Noble in Bellingham in January 2020. Students and staff participated in this fundraiser. The Millis Middle/High School Library's Strategic Action Plan was completed and accepted by the Massachusetts Board of Library Commissioners.

- The School Library also benefited from the final part to its "Read, Relax and Research" M.E.R.I.T. grant with a second cafe table, adding to this school year's "library transformation." With a new rug, relocation of bookcases, and improved layout of the shelving, the school library is a more open and flexible learning area.

Our TV/New Media program is one of the most highly regarded in New England and the US due to our instructor, Danielle Mannion's, service as President of the New England Television Arts and Science & on the national board! These students won awards in 2019:

TV/Film Awards

Hayden Olmstead for ***William's Syndrome***: semi-finalist Duemila30 - High School & University Short Film Festival, Milan

Catherine Lane for ***Thinking Out Loud***: semi- finalist Duemila30 - High School & University Short Film Festival, Milan

Valerie Black for ***Life Worth Living***: All American High School Film Festival

Olivia Thimistocles & Madison Schoefield for ***Socially Stressed***, Force For Good Film Festival Notre Dame University, All American High School Film Festival, semi- finalist Duemila30 - High School & University Short Film Festival, Milan

Josh White for ***T***: Force For Good Film Festival Notre Dame University, All American High School Film Festival, LGBTQ Shorts Festival Missoula MT, Festival International de cinema Escolan de Alvorada, Brazil, Cine Student Film Festival

TJ Hourigan, Maura Fagan, Abigail Miller, Jacquie Mullally, and Morgan Kane for ***Crushing It***: All American High School Film Festival, Festival International de cinema Escolan de Alvorada, Brazil, Force For Good Film Festival Notre Dame University, NATAS Student Production Awards Short Form Fiction Award

River Farrell for ***River Photography***: All American High School Film Festival

Adriana Arguijo Gutierrez for ***Latin American Dances***: All American High School Film Festival

Adriana Arguijo Gutierrez for ***Memorial Day Parade***: All American High School Film Festival, Cine Student Film Festival Elk Grove, PA

Hadley McPhee for ***80 lbs.***: NATAS honorable mention Student Production Awards Short Form Fiction Award, All American High School Film Festival, Festival International de cinema Escolan de Alvorada, Brazil, Force For Good Film Festival Notre Dame Unive

Several programs such as **Robotics and Destination Imagination** augment students' education by developing problem solving and creativity as well as technical skills.

Our **Youth in Government** program has won recognition, four years in a row, as a Premier Delegation in Massachusetts.

2019 Athletics Achievements and Recognitions:

- ★ Millis Football All Star: Netinho Olivieri
- ★ Cross Country All stars: Mitchell White and Michaela Hafford
- ★ Golf All Stars: Logan Barber
- ★ Girls Soccer All Stars: Lexi Vaillancourt and Jordyn Farrantino
- ★ Boys Soccer All Star: Doug Coutts
- ★ Girls Basketball All Stars: Abby Clark, Eryn Rice and Abby Miller
- ★ Indoor track All Stars: Bethany Steiner and Mitchell White
- ★ Baseball All Star: Hayden Olmsted
- ★ Softball All Star: MacKenzie Smith
- ★ Outdoor Track All Stars: Michaela Hafford, Jessica Krauss, Erin Mundy and Bethany Steiner
- ★ All Scholastic Awards: Girls Soccer Alexi Vaillancourt and Girls Basketball Abby Clark
- ★ Indoor Track National Qualifier: Bethany Steiner
- ★ Outdoor Track National Qualifier: Bethany Steiner
- ★ Girls Soccer: South Sectional Champions and State Finalists
- ★ Girls Basketball: Central Sectional Champions and State Semi-finalists
- ★ League Champions: Girls Basketball Tri-Valley League Champions for the first time in school history



Spanish Immersion and FLES

The Spanish Immersion program is unique in that students from English speaking families are taught in a 100% Spanish environment in the early grades and gain native fluency in the same way that native speakers do. They learn the core academic content through Spanish in grades 1-5 and continue learning and refining the language in elective courses throughout the middle and high school years. Due to the benefits of early language learning, students become fully bilingual and score higher on MCAS in all subjects than their non-Immersion counterparts. There are only two full 100% Spanish Immersion programs in the state, attracting families that value foreign language learning and cultural fluency and those that recognize that speaking another language adds great cognitive value and skills for the 21st century global economy.

All three Millis schools have placed in the School of the Year Award competition for the US and Canada sponsored by the Spanish government and Santander Bank. Each school has earned the official International Spanish Academy designation, which certifies that our Immersion students have achieved proficiency in Spanish and are able to enroll in Spanish Universities.

We have implemented a Foreign Language at the Elementary School (FLES) program in which students from Kindergarten through Gr. 5 learn Spanish one period per week. In Grade 6 Spanish becomes a core academic course that all students attend daily. Our students achieve outstanding AP Spanish results and many students continue on with their studies and careers with an international focus.

HIGH QUALITY STAFF

The quality of teaching is the main determinant influencing student achievement. Millis's greatest strength is the quality of our teaching team. Each year we hire and retain the highest qualified and dedicated staff possible. A highly qualified and dedicated teacher is the most important determinant of a student's learning in school and our teaching and other staff are the reasons the Millis Public Schools have been able to continue to improve, receive accolades and ensure that students needs are met and they are learning at high levels in preparation for their futures.

MISSION AND VALUES

The Millis Public Schools have a laser-like focus on improving student well being and learning. To accomplish this we, for the past ten years, have adhered to foundational values and have deepened our focus and implementation rather than jump from initiative to initiative. Even so, we are at the forefront of implementing innovative practices and strategies that enable our mission and vision. Educational research supports this approach.

Our Vision

The Millis Public Schools are respected for high academic standards, committed to social responsibility, and dedicated to educating and inspiring every student to achieve personal excellence.

Our Mission

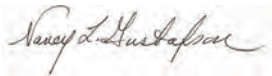
The Millis Public Schools Community is firmly committed to developing students as independent, lifelong learners and leaders who will contribute to a changing and complex society.

Overarching Personalized Learning Goal

In Millis, we honor each student as an individual learner, recognizing that each student has his or her own learning styles, interests, passions, challenges to learning, strengths and skill levels. We engage, support and challenge all students through varied instructional approaches that help students take ownership of their learning. Students are afforded voice, choice and flexibility in how they learn and are allowed to demonstrate their understanding in various ways to improve student well being and ensure that they are "future ready".

The Millis Public Schools serve the community and our students well but we are always seeking to improve quality and cost-effectiveness. We take a very personalized approach to meeting the needs of our students and their families and truly try to fulfill the motto of "Small Schools, Big Family". The recognitions that our schools have received are a credit to students, parents and staff. In addition to those accomplishments, we also recognize there are many areas in which we can continue to improve. Thus, our resolve remains, to do "whatever it takes" to ensure the academic achievement, character development, and social/emotional well being of our students and to continue to reach out to the community for the benefit of all. Millis is a wonderful community with many assets, the most precious of which are our children. I enlist your support and welcome your input to ensure that they grow to their fullest potentials. I look forward to meeting and hearing from you.

Respectfully submitted with gratitude,



Nancy L. Gustafson
Superintendent of Schools

District Curriculum, Assessment and Professional Development Annual Report 2019

The Millis Public Schools continues to be committed to the education of our students. Our goal is to provide personalized learning to meet the individual needs of our students and provide them with the tools to become independent learners. In this 21st Century, we understand the importance of providing students with the skills they will need to be effective, contributing members of society. The skills necessary include their ability to communicate effectively, to collaborate with others, to be critical thinkers, and to be creative, effective problem solvers.

We continue to provide our staff with the support, supervision, and professional development necessary for them to be equipped to meet the individual needs of our students. Our teachers and staff are afforded opportunities to enhance their teaching skills through our in-house professional development workshops and by attending workshops outside the district. We have focused on personalizing the learning for our students to meet the individual needs of our students and provide them with the tools to become independent learners. Technology is a key component for allowing the teachers to plan opportunities to meet the diverse needs of their students. We are fortunate in Millis to have a robust technology department that not only provides appropriate devices for all but also the infrastructure to support those devices.

Professional development continues to be a major component of improving instruction in the Millis Public Schools. Our teachers are committed to being lifelong learners. Our "Professional Learning Communities" are strong and vibrant. The teachers continue to work collaboratively in their teams with a primary focus on teaching and learning. The teachers are using data to inform their decision-making and thus improve instruction. Our main focus continues to be the personalization of learning for our students. For the second year in a row, we have had several of our teachers participate in the FUSE MA program. This program allows for coaching and consulting services to be offered between districts. Last year our focus was the Clyde F. Brown Elementary School. This year, the FUSE MA program is working in our Middle and High Schools. Mark Caufield is our FUSE Fellow and Nicki Paladino, Christina Rooney and Michele Lahah are the pilot teachers. Millis will have the benefit of working with two FUSE Fellows (one from Westwood and one from Norwood) supporting our staff this year. The focus is to provide our staff with the support, supervision, and professional development necessary for them to be equipped to meet the individual needs of our students. We are very fortunate to afford our staff the opportunities to enhance their teaching skills through our in-house professional development workshops and by attending workshops outside the district.

Fuse Fellows working with Millis Teachers



As always, we continue to look for ways we can enhance and enrich the learning experience for the students of Millis.

Respectfully submitted,
Joan E. Lynn
Director of Curriculum

Millis Public Schools
Digital Learning, Technology & Innovation
2020 Annual Report

"If you want something new, you have to stop doing something old." –Peter F. Drucker

Peter Drucker coined the term *Knowledge Worker* - someone whose worth is in their knowledge - they think for a living. These are our programmers, doctors, engineers, designers, and other workers who engage in non-routine problem solving, and they are the innovative thinkers we hope to nurture in Millis Public Schools. The culture of innovation and collaboration in our schools fosters a learning community that values and embodies a growth mindset that is nurtured by personalized and deep real world learning.



The digital tools that we use on a daily basis are at the center of our communication, collaboration, and organizational systems. The district's dedicated and skilled staff, the shared leadership and vision of the learning community, a supportive Millis School Committee, and continued support from the community, the Millis Schools were able to meet many digital learning and technology goals that continue to help transform our classrooms.

Students in Mills Schools have tremendous access to digital tools as part of their learning experiences. The District has many responsibilities with regard to maintaining and supporting these tools, as well as maintaining a secure and reliable network,

protecting student and data privacy, and strategically planning in order to sustain our digital learning environments over time.

Last year at this time, School Committee members were interested to know our thoughts on technology spending - how much and where we were spending on technology, and whether we needed to be spending more. The new and evolving costs and needs associated with technology planning continue to grow in scope and complexity. A key component of the strategic planning process has been to curate a complete list of technology spending related to annual funding of software applications and contracted services, which is an area in which we have seen significant increases in spending over the last few years.

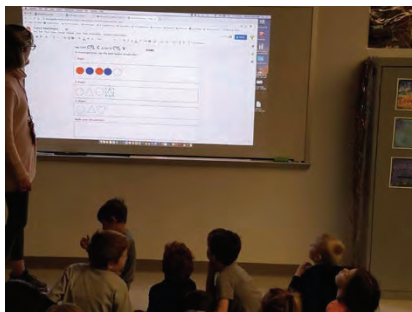
- Our Business Office reports a 35-40% increase in technology purchasing over the last few years due to changes in the nature of the digital products that the District uses for teaching and learning, productivity, communication, building management and security, and network maintenance and security.
- Many of our services are annual contracts, and the technology spending increase over time has a direct correlation to an increased number of contracted services and curriculum-related subscriptions.
- Products that we used to purchase and then purchase upgrades as needed are now cloud-based and require annual licensing, support, and development fees.
- Curriculum materials are increasingly digital, and digital versions of curriculum materials are more sophisticated tools that include adaptive learning platforms and interactive experiences. We have not been able to afford these enhanced digital materials.

Device purchasing remains fairly level, with an influx of technology into the District with the new Clyde Brown School completed. Our Replacement Plan is updated through 2024, keeping in mind that the networks in the two buildings are of different ages and configurations, and also keeping in mind that all of the technology in the new Clyde Brown School was new all at the same time. The Replacement Plan helps stagger replacement in the new school. In the past, Clyde Brown functioned with limited mobile devices in the classrooms. With the new building, students in grades 2-5 are 1:1 with Chromebooks, and each grade level has an iPad cart. In grade 1, students are 2:1 with iPads, and 2:1 with Chromebooks. PreK and kindergarten classes have shared iPads. The significant increase in access to mobile devices adds another dimension to technology planning, as each device must be maintained and each device represents a seat for any curriculum subscription costs.

Digital Learning Highlights:

Building a Building - Unveiling the New CFB

The new Clyde F. Brown School is an example of innovative and 21st Century learning spaces. Students have access to Chromebooks and iPads throughout the day, and teachers have interactive white boards equipped with SMART Learning Suite software. The new STEAM Lab is an exciting learning space full of integrated maker projects, robotics, coding, 3-D printing and more! Among the clusters of classrooms are Learning Commons where students may choose library books and work collaboratively with peers and staff. The cafeteria and gymnasium both have state-of-the-art AV systems, and the digital signage throughout the building displays messages and photos that reinforce the learning that is happening throughout the school.



Students and Mobile Devices

We are fortunate in Millis to have a robust network that supports the mobile devices used across the district. This year, with the support of families and the community, students in grades 2-12 are one-to-one with mobile devices. This means that students have ready access to myriad digital learning tools, including: itslearning and Google Classroom, Google Suite tools (Docs, Sheets, Drawings, etc.), adaptive learning platforms, coding, robotics, 3-D design and digital assessments. Students in grades 2-6 and grades 9-12 are assigned Chromebooks. Students in grades 7-8 are assigned iPads. In the primary grades, students in PreK-1 have access to iPads in their classrooms, and grade 1 students have access to Chromebooks. Carts of iPads available for project-based learning (PBL) at all grade levels. The STEAM Lab in the new CBF School is outfitted with a class set of iPads, a class set of Chromebooks, robotics, and a 3-D printer.

Voice-Over IP Phones

A new type of phone system was installed as part of the New CFB construction work - VOIP, or voice-over IP phones operate on a network, rather than through analog phone lines. This has provided added communications and integration with the school's PA system. The same type of phone system has been implemented at the Middle-High School and Central Office.

Student Help Desk

In keeping with the district's mission to provide students with deep, real world learning experiences, the Technology Services Team has been collaborating on a senior project to implement a student-run help desk for students and staff. Students will apply for an opportunity to participate, and working with the Tech Team, students will assist with a variety of technology-related services, including assisting in classrooms.

Copiers=Efficiency and Security

One wouldn't think there would be much to be excited about with regard to copy machines, but we are excited to have implemented PaperCut software, which is a cloud-based printing system that allows staff to print directly to district copy machines - as a significant saving on ink and toner. Even more that the savings, use of the PaperCut software introduces a level of security to our printing, such that when a staff member sends a print job to a copier, the jobs will not print until that staff member swipes their key card at the copier of their choice. Thus, printing is convenient and secure.

Virtual Reality (VR)

Thanks to a grant from MERIT, Millis students have been able to incorporate elements of virtual reality (VR) in their learning. Each building now has a VR kit comprising 30 headsets and equipment that creates a local area network on which teachers and students may "visit" virtually anywhere in the world. Not only that, the VR experience also includes opportunities to create virtual tours and projects. Imagine, rather than creating a diorama in a shoebox, now students may create a virtual environment and take their classmates on a tour.



Coding and Computer Science

There is a tremendous amount of information available about the importance of exposing students to coding and computer sciences at all grade levels. Some of the ways Mills Schools is doing that is with robotics, various programming applications, and sites, such as

Code.org. Elementary students have access to BeeBots, Dash and Dot, and Lego robotics. Middle and high school students have access to robotics equipment, STEAM (science, technology, engineering, arts, and mathematics) classes and STEAM integrated projects within their regular curriculum. There are also computer science courses, and with the voice and choice associated with personalized learning, students may opt to use their computer science skills to demonstrate their learning and illustrate their thinking.ⁱ

Online Assessments

Grades 3-10 are all participating in online MCAS testing this year. The Technology Team has done an amazing job supporting the online testing process with a reliable network, prepared devices, as well as technical and application support. It truly takes a village to successfully implement online assessments. Students report that they prefer completing the assessments on a mobile device (we use iPads and Chromebooks), as typing is sometimes easier than handwriting, there are helpful tools built into the assessments, and no bubbles to fill in!

Collaboration and Community

The extent and breadth of how digital learning tools are used in our schools is something to highlight, as staff and students continually find innovative ways to create and deliver curriculum content, engage students, and provide opportunities to personalize measures student learning and achievement. The tools we use to personalize also support the district's focus on competency-based learning and standards-based grading.

Millis Schools actively participate in a number of collaboratives and initiatives with neighboring districts, and our district is among several that are regularly visited and highlighted for our commitment and success with personalizing learning and innovative use of digital learning tools.

- MAPLE Consortium - Millis is a *Catalyst District* in the Massachusetts Personalized Learning EdTech (MAPLE) Consortium. Staff have presented at MAPLE/LearnLaunch conferences, participated in Learning Circle Breakfasts, hosted Learning Tours to Millis, and hosted superintendent mentors who want to see personalized learning in action. Millis has been featured as a MAPLE “Bright Spot” for blended and personalized learning. Some current initiatives with MAPLE include: dCURATE (curation of vetted digital learning tools), which aligns with the Commonwealth’s CURATE initiative to curate vetted curriculum content for Massachusetts schools..
- Mass Small/Rural Schools Data Consortium - Millis is one of the founding districts of this consortium that is being established with the guidance of CELT under a grant from the Dell Foundation. This consortium focuses on the use of Ed-Fi technology to develop systems for allowing districts to access and apply analytics to our various and often disparate data sources.
- The Education Cooperative (TEC) - Student Data Privacy alliance and acquiring signed agreements from edtech vendors relative to data collection and privacy.

Sincerely,

Jennifer Starr
Director of Digital Learning, Technology & Innovation
Millis Public Schools

OFFICE OF STUDENT SUPPORT SERVICES ANNUAL REPORT 2019

The Student Support Services Office oversees a variety of areas including Health Services, Special Education, Guidance Counseling, Home and Hospital Instruction, Child/Student Find, Integrated Preschool, Civil Rights and homeless education support. A full description of these programs can be found on the district website.

One Mission of the Office of Student Support Services is to protect the rights of students found to have disabilities that impact learning. This office is charged to provide comprehensive and high quality services to students with learning difficulties; these can address students' academic, social and/or health needs for students age three to twenty-two (3-22). Students found to have disabilities which impact learning, have Individual Education Plans (IEP) designed by a team of educators and parents. In June of 2019, one-hundred ninety-six (196) Millis Public Schools students had IEPs. This represents 13.1% of the student population and is below the state average (17.4%). IEP services may include specialized instruction in academic areas and related services such as speech and language therapy, occupational therapy, physical therapy, vision services, psychological services, school adjustment counseling, crisis intervention training, special education evaluations, behavioral interventions, and nursing care.

The Millis School District, in accordance with state and federal laws, remains committed to the principle of including students with disabilities to the greatest extent possible, within the general education classroom in our schools, this principle requires strong collaboration among general education teachers, special education teachers, therapists, counselors and paraprofessionals. Further, an increased focus on a "universal design for learning" and personalized learning in our schools, provide frameworks that enhance the accessibility of the curriculum for all learners. In an effort to further Millis Public Schools' capacity to provide an excellent education for all learners, each school has developed an action plan to develop a tiered system of supports (TSS). Given this strong instructional support intervention system designed to accommodate students' learning needs within the general education classroom, the referrals for an evaluation to determine special education eligibility continue to be appropriate. Fifty-four (54) students were evaluated to determine initial special education eligibility during the 2018-2019 school year.

Millis Public Schools strives to educate students with disabilities in the least restrictive environment (LRE) frequently developing practices to keep students in the schools here in Millis. During the 2018-2019 school year, plans were made to establish an early childhood program for students on the Autism Spectrum within the new Clyde Brown Elementary in SY20. In addition, the School Committee gave approval for assessment and planning during SY 20 for collaborative programming with Medfield for students 18-20 years of age.

Through membership in the ACCEPT Education Collaborative and The Education Cooperative, services are provided to students with low incidence disabilities. In addition, both Collaboratives provide programs, personnel and consultation services and professional development to instructional personnel to member communities to increase our capacity to address the diverse needs of our students in our local schools. Occasionally, IEP teams will recommend private special education school placement for students with specific needs. In June of 2019, Twenty-one (21) students were being educated in 15 public, private and collaborative programs outside of the district.

Related services are provided within all Millis Public Schools to address identified special needs and to support student participation in the general education curriculum in Millis Public Schools. Therapists (Occupational Therapist, Physical Therapist, Speech and Language Pathologists) and special education teachers work with students both in the general classroom and in small group settings. Teachers and specialists coordinate services and collaborate regarding student needs on a regular basis. All schools implement a Tiered System of Support (TSS) for Social Emotional Learning that includes screening, intervention and progress monitoring of learning standards at each level. A district-wide school psychologist is available to provide in-depth evaluations, to consult with teachers regarding student mental health issues and to coordinate the Social Emotional Learning Tiered Systems of Support at the District level. School Counselors meet with individual students, small groups, whole classes, parents and teachers.

The Office of Student Support Services ensures that the district complies with mandated special education laws and regulations. On-going training has been presented in the area of designing and implementing Individualized Educational Plans (IEP), particularly in regard to making accommodations and modifications in the classroom in order to support all types of learners with academic as well as social/emotional needs. Procedures and regulations are reviewed regularly, keeping special education personnel and general education personnel informed of all administrative advisories and changes to the laws and regulations.

During the 2018-2019 school year, the office completed and submitted a Self-Assessment to the Department of Elementary and Secondary Education's Tiered Focused Monitoring System in the areas of Special Education, Civil Rights and Educational Stability (for homeless students, students in foster care and from military families).

The Millis Special Education Advisory Council collaborates with the Office of Student Services, offering input into special education programming in the district. In addition, this group offers support and resources to families of students with disabilities and other interested parties through informational as well as social events.

Millis Public Schools strives to provide educational programs and supports that address the needs of all students. Opportunities for inclusion continue on all levels with most students receiving services in the general education classroom. The supportive and nurturing environment of Millis Public Schools makes it possible for students with learning challenges to reach their full potential.

Respectfully submitted,
Sue Anne Marks Ed.D.
Director of Student Support Services

Town Report 2019
Millis HS Athletics

2019 winter sports included: Boys/girls ski team, boys/girls basketball, boys/girls indoor track, coop boys/girls ice hockey, and coop gymnastics. We have been able to offer a wide variety of competitive opportunities to meet virtually all our winter sports interests.

Our basketball teams competed hard with the girls, 20-2, winning the Tri-Valley League title for the first time in school history. They also won the Central Sectional Division 3 championship which qualified them for the state semi-finals in division 3. They lost to Housac Valley in the state semi-finals. The boys' basketball team posted a 4-19 season record and lost in the first round of the state tournament to Assabet Valley Regional High School. Our indoor track team numbers continue to grow and our scores continue to improve. Bethany Steiner qualified for Nationals in girls indoor track. Our ski team had a good showing in the Ski Central League at SkiWard in Shrewsbury and our gymnastics coop team continues to do well. Our boys and girls hockey coop teams continue to offer our students the opportunity to play ice hockey at a competitive varsity level.

2019 spring sports teams included: girls' tennis 6-10, had one of its best seasons in recent history, baseball, softball, boys' volleyball 8-13, boys 0-5/girls 1-4 outdoor track and Coop boys lacrosse. Baseball 2-17, softball 10-12, and outdoor track all enjoyed post-season competition as did coop lacrosse. Our girls' outdoor track relay team did well in state competition.

2019 fall sports teams: football 1-9, boys 4-16/girls 17-4-4 soccer, girls volleyball 0-17, boys 1-4/girls 0-5 cross country, and golf 5-12. Girls soccer took us to another State Final (3rd in a row) falling just short to Milbury HS 1-0 in the championship game. Boys' soccer qualified for state tourney for the second year in a row and won their round 1 game. Cross Country (competing at Oak Grove Farm) continues to enjoy growing popularity as does golf. Golf earned their first five-win season under second year head coach Lance Benham. Girls volleyball works to rebuild in the hopes of returning to the state tourney soon.

Overall, 2019 was an exciting year full of all kinds of outstanding accomplishments! Go Mohawks!

ELEMENTARY SCHOOL BUILDING COMMITTEE



2019 saw the substantial completion of the new Clyde Brown School. The new facilities were ready for the first day of school on September 3. Teachers and staff were able to move in and make their classrooms ready over the summer as construction wound down. The ribbon cutting occurred on Saturday, September 7 with dignitaries Jack McCarthy from the Massachusetts School Building Authority (MSBA), representatives David Linsky, Shawn Dooley and Rebecca Rausch attending as well as representatives from the Millis Select Board, School Committee and administration.

This is a great accomplishment for the community. The school will meet the educational needs of our children for many years. It is state of the art in technology and design. The education plan, prepared by the Jason Phelps, principal and his staff was the blueprint for the design of the building, which was recognized by the MSBA as a model for other districts in the Commonwealth.



Demolition of the existing school commenced over the summer, once the school year ended and students and staff could vacate the building. That work began with the removal of asbestos from various parts of the building. Once the hazardous materials were removed, the building was demolished and site work commenced. A stormwater retention system was installed below what will be the future parking lot for the new building. Simultaneously, work on punch list items within the school continued during off hours and in a manner so as not to interfere with school activities.

Additional site work will be completed in the spring of 2020 with the completion of the tennis courts. All work is expected to be completed by the end of May, 2020.

The project remains on schedule for completion and under budget. Once the work is complete, the MSBA will conduct a final audit, which should conclude sometime in 2021. As of the end of the year, the MSBA has contributed \$19.9 million toward the project, which represents approximately 95% of their commitment to Millis 40% of the total cost of the project.



Respectfully submitted,
Wayne Klocko, Chairman
Diane Jurmain, Vice Chairman
Michael Banks
Sean Doherty
John Engler
Denise Gibbons
Nancy Gustafson
Michael Guzinski
Richard Nichols
Jason Phelps
Craig Schultze
Jeanne Thompson
Kim Borst, Secretary

Enrollment / Retirements

- 582 students enrolled in Grades PreK-5, which represents an increase of 90 students from 2018-19 due to the addition of grade 5 to Clyde Brown following the construction of the new school building.

New Clyde F Brown School

- The most significant change for elementary students, and the entire Millis community, is the completion of the new Clyde F. Brown Elementary School. The building marks a major improvement to the learning environment at CFB. The new, reenergized building is divided into three wings called learning commons, one area for pre-school and kindergarten students, a grades 1-2 learning common, and grades 3-5 learning common. Each learning common houses grade level classrooms that open into shared spaces that students use for small group and individual work, as well as whole class meeting areas and library classes. The second floor also houses a unique STEAM lab,

where students engage in engineering and technology lessons. The welcoming first floor lobby area is home to the main office, cafeteria, art and music classrooms, as well as a full-sized gym for both physical education classes and community athletic activities.

Outside, the school boasts two playground areas, one for preschool students



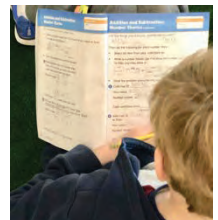
and a larger interactive playspace for our elementary students, along with the existing expansive field area for more organized team sports. Our enhanced entrance has allowed for a much smoother drop off/pick up procedures and in the spring, final enhancements will be made for additional parking at the front entrance and construction of new tennis courts on the current temporary parking at the rear of the school.



Literacy

and Numeracy

- During SY 2019-20, the Millis School Committee commissioned a Reading Study to analyze our current reading instruction and curriculum. The Hill Foundation is currently completing this work which involves a program review along with teacher surveys and interviews. Results and recommendations will be shared later in the spring.
- In literacy, Grades 1 through 5 continue to use the Pearson *Reading Street* program; this core program provides foundational curriculum in literacy and is enhanced by instructional differentiation that is based upon ongoing student learning data. Students in Grade 4 performed at higher levels than the state on the 2019 MCAS in English Language Arts: Grade 4 students scored 14% beyond the state average in all students Meeting or Exceeding Expectations, and realized a Student Growth Percentile of 60.6%.
- Grades K through 5 continue to use the *Everyday Mathematics* program – in assessment learning at the state level, CFB students in Grade 4 performed at higher levels than the state: Grade 4 students realized a percentage of 17% of all students



in Meeting or Exceeding Expectations, and realized a Student Growth Percentile of 61.1%.

- CFB continued to assess student learning through the use of the web-based AIMSweb in reading and math in Kindergarten and Grade 1, and STAR reading and math in Grades 2-5. Students took part in benchmark assessments in the fall, winter, and spring. The data collected by AIMSweb and STAR assessments guide teachers in identifying student skill areas of competency and those needing direct instructional support.
- In order to promote positive student growth in the areas of social, emotional and behavioral learning, all Millis Public School students grades K-12 are assessed using a screening tool at least three times a year in the fall, winter and spring. The data collected is then utilized to create interventions for students such as small group and/or individual counseling support.
- Reading Specialists Cathy Bernier-Garzon and Marnie Doherty created the third annual “Battle of the Books” event for students in Grades 3 -5 to promote a love of reading and team building as students read a variety of books and worked, as teams, to answer comprehension questions posed in game-show format – this highly successful event was enjoyed by all!

Technology Updates

- The new Clyde Brown School has provided 1:1 Chromebook computers for all students in grades 2 through 5, with iPads offered to students in Kindergarten and Grade 1. These devices provide students with opportunities to access information digitally as part of daily classroom learning. Additionally, teachers in Grades in all grades regularly use interactive white boards to deliver whole group instruction, as well as in promoting small group learning and presentations.



- Technology-based learning occurs in every classroom at CFB; teachers choose to expand their professional learning through coursework designed to promote more active use of technology in the classroom.
- The new dedicated STEAM lab has opened up a variety of engineering opportunities for the students at Clyde Brown. For example, grades 4 and 5 have begun to explore 3D design and printing. That is a new opportunity this year, made possible by the purchase of our MakerBot 3D printer. Students are learning TinkerCad, a CAD/CAM web-based design tool - and our first project has been a personalized keychain. They're learning about the addition of the “Z” axis and the basics of connecting and scaling shapes to create everyday objects. All very exciting!



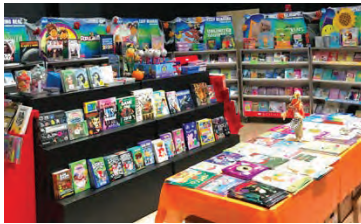
World

Languages at Clyde Brown School

- Spanish Immersion program, Gr. 1 through High School, in its twenty-fourth year!
- ISA (International Spanish Academy) designation by the Spanish Department of Education – students are awarded diplomas of Spanish competency at the end of Grade 5.
- *FLES* (Foreign Language in Elementary School) Program continues in all grades, Kindergarten through Grade 5, thereby providing all students at CFB with second language instruction – an accomplishment that is unique to Millis amongst all other local districts.

Clyde F. Brown Home and School Association

- HSA provides curriculum enhancement events for each grade that expand learning for all students. In 2018, CFB HSA enriched learning through the following events: *Language Arts enrichment* - poet-in-residence program, local author visits; *Science enrichment* – field studies to Stony Brook Sanctuary, Tower Hill Botanical Garden, The Children’s Museum, Museum of Science school visits around electricity and magnetism, Birds of Prey visit; *Social Studies enrichment* – field study to Plimouth Plantation, visit from the Bay State Educators with focus on colonial life; *the Arts* – CFB Art Show.
- Family events sponsored at CFB connect families with the school community, and include: Kindergarten and PreK Socials, Family Fun Nights, Friendsgiving Dinner, Family Movie Nights, and Scholastic Book Fair events, and a successful School Auction.
- HSA supports young children’s love of reading through the semi-annual Scholastic Book Fair events in September and in March; proceeds from each Book Fair result in book give-aways for students following each of the Book Fairs.



- HSA support community communication by compiling and distributing the CFB School directory to all families at CFB; the online

directory assists the district’s efforts to remain as “green” as possible by minimizing the use of paper.

Student Recognition and Community Involvement

- The school celebrates our community each month by gathering for an all-school assembly, highlighting monthly birthdays and events, recognizing outstanding accomplishments of students, and emphasizing our core values through song, activities and presentations. One highlight was our Veteran’s Day assembly where we were able to honor some of our local veterans.



- Grade wide and school wide PBIS events recognize students for their success in citizenship –whole-school participation in broadening student awareness through opportunities such as our Leaves of Kindness program. This program allows students to recognize the acts of kindness that their fellow students do for one another.



- CFB Bear Paw, Bear and Golden Bear Positive Reinforcement Program - students who demonstrate exemplary success in Taking Care of Yourself, Taking Care of Others, and Taking Care of the Environment – continue to be recognized daily through the use of Bear Paws and Bears. In addition students who receive 10 “bears” are then awarded a Golden Bear. Focusing on our CFB core values promote responsibility and positive contributions as citizens of the CFB school community
- With the addition of Grade 5 at CFB we continued and increased our Student Leadership Program. This program is inclusive of all 5th graders and encourages students to increase their leadership potential. Students now have the ability to use voice and choice to participate in any number of school community projects, thereby developing leadership potential in all CFB fifth graders!
- With support from our Reading Teachers, CFB continues to maintain a successful volunteer reading program with older residents from the community, valued and appreciated by residents and students alike.



Respectfully submitted,

Joseph Russo, Interim Principal

Millis Middle School Annual Report - 2019

Millis Middle School continued its commitment to the families of Millis and the district vision of personalized learning and student well-being. We believe that strong relationships support children's academic and personal growth and development. Authentic academic learning activities in 2019 required students to think critically and creatively to solve real-world problems. Social-emotional learning activities focused on empathy and perspective taking to continue building a supportive culture. Staffing remained consistent; one 7th grade Spanish teacher, one art teacher, and one Spanish Immersion Unified Arts teacher were hired in September 2019.



All Middle School educators are prepared to differentiate and personalize learning for students, facilitated by technology integration. Guided by Universal Design for Learning we aim to remove barriers to learning. By using a co-teaching model and Tiered System of Support and Challenge, we aim to meet the needs of each individual child in general education classrooms. Millis Middle School educators continued to learn about new developments in education and professional development allowed time for educator passion projects.

- ❖ Learning in Middle School is guided by Power Standards from the Massachusetts Curriculum Frameworks. Lessons are designed to help students meet those standards. The Next Generation Science Standards have been implemented and a new social studies curriculum will include civics in grade eight.
- ❖ Middle School educators continue to work with teams from Clyde Brown Elementary School and Millis High School to vertically align standards, curriculum, and instruction.
- ❖ Student progress in grades five through seven is reported using a standards-based report card in line with our system of standards-based learning, assessment, and grading. Reporting for grade eight continued in a traditional percentage and letter grade format, however effort, behavior, and citizenship were reported on separately beginning in September 2019.
- ❖ Students with learning challenges are supported by increased small-group intervention and co-teaching.
- ❖ A growing English Language Learner population are supported by a shared district ELL teacher and by general education educators trained in strategies to give ELL students better access to the curriculum.
- ❖ Math educators have integrated adaptive online learning platforms to support both review and reteaching of skills and to accelerate learning for some students.
- ❖ English Language Arts educators continue to instill a love of reading through robust classroom libraries and have purposefully added culturally diverse literature options at all levels. Students develop strategies to read challenging and complex informational text across the curriculum.
- ❖ Students continue to engage in Project Based Interdisciplinary Learning that encourages creative thinking for problem solving. A group of six graders presented their 1970's Project at the State House.
- ❖ The 5th grade DARE program continues our ongoing quest to keep our school drug-free. The Health curriculum in grades six, seven, and eight and the Careers class in grade eight addresses social/emotional/behavioral and health related topics to help keep middle school students safe and on track for success. Programs such as Project HERE, Big Sisters, and MOVE also support social-emotional development.

Student performance on the 2019 MCAS is evidence that educators work together to build knowledge, deep understanding, and critical thinking skills as students move through the grades. All students took the computer-based version of the Next Generation MCAS 2.0 in ELA and Math, and students in grades five and eight took the Science, Technology and Engineering test. On the ELA and Math MCAS, the percentage of students who scored in the 'Meets or Exceeds Expectations' category was between 12% and 20% above the state average in seven out of eight categories. All average Student Growth Percentiles were within or above the expected range of 40-60% growth. On the State Accountability Report, the Middle School made substantial progress toward growth targets. We are addressing instances of chronic absenteeism, which have an impact on our overall rating.

Millis Middle School continues to be recognized for integrating technology, which helps to personalize learning and develop communication, collaboration, creativity, and critical thinking skills. A 1:1 iPad program is well established in grades seven and eight, and students in grades five and six have 1:1 access to Chromebooks. Educators use itsLearning, our online Learning Management System, to design lessons and provide resources that can be accessed anytime, anywhere; they also design personalized learning paths for students and use the Google Education Suite of tools, including Google Classroom, to deliver lessons and provide resources.

The Middle School continues to identify and address various factors that have an impact on student learning:

- ❖ A rotating schedule accommodates the variability in student engagement at different times during the school day. A seven-period day allows for movement between classes and a walk before or after lunch.
- ❖ An increasing number of students require social-emotional support to be successful in school. Educators integrate strategies, such as mindfulness and yoga, to address the impact of stress and develop self-regulation skills. The Middle School has one student adjustment counselor, who is available to all students as needed as they work through developmental and social/emotional challenges.
- ❖ Grade level meetings and huddles help us build community and recognize students for academic success and citizenship. Students are recognized for achieving goals and demonstrating core values. They are also recognized for exceptional effort and citizenship through Student Shout-outs, which include a positive phone call home from the principal.



Research highlights the importance of developing a school culture where students feel they belong and feel supported and respected. The Middle School continues to promote acceptance and respect and encourages students to inspire one another through their words and actions with a campaign #MakeADifference. Schoolwide expectations are communicated and reinforced frequently. Bullying is addressed through direct instruction and daily reinforcement of appropriate behavior, and we continue to look to student leaders to deter bullying, which is supported by research. The Massachusetts Aggression Reduction Center (MARC) anti-bullying curriculum and other resources that carry themes of kindness, tolerance, and digital citizenship are woven into the curriculum, in classroom lessons, all year long. Our goal is to educate and guide middle school students to self-monitor and take responsibility for their own behavior and learn to take the perspective of others. In September 2019, a seventh grade Peer Leader team attended training at Bridgewater State University.

Middle School offers students a variety of extracurricular opportunities. Many 7th and 8th grade students fill spots on sub-varsity high school sports teams, and in 2019 the MMS football team enjoyed its fourth season of play. Students also participate in dance, theater, music, chess, technology and other after-school clubs and activities; drama club, run by a parent volunteer, continues to be quite popular. The Student Leadership Team and Student Council organized many community service activities, including our annual Relay for Life, collections for the Millis Food Pantry, volunteering at the Senior Center, and a Pennies for Patients Drive. Our 8th grade Project 351 Ambassador also led a Spring Service clothing drive. By extending students' views to local and global community challenges we hope to further develop empathy and citizenship.

In September 2019 the Middle School transitioned to serving students in grades six through eight. We look forward to welcoming the first class of incoming sixth graders in September 2020.

Millis High School

Annual Report 2019

Students at Millis High School enjoyed another successful year in 2019. The school received a number of national and local honors. *Boston Magazine* ranked MHS 55th among Massachusetts high schools. *US News and World Reports* included Millis High on its list of America's Best High Schools, ranking Millis 39th in the Boston/Metro area, and 48th in the state. Our school also received recognition from the *Jay Matthews College Challenge Index* and received a College Success Award from *GreatSchools*. Millis High School was also recognized by *Newsweek* magazine as one of the Top 5000 STEM (science, technology, engineering, and math) schools in the United States. In 2019, Millis grade 10 students participated in the new Next Generation MCAS exams in ELA and math. Seventy-one percent of our grade 10 students scored at "Meeting-" or "Exceeding-" standards on the 2019 MCAS English/Language Arts (ELA) exam and 72% scored at "Meeting-" or "Exceeding" standards on the 2019 MCAS Mathematics exam. Millis High School students exceeded state averages in each of these MCAS exams. Millis High School was among the top 5 non-charter public schools in the state for performance of economically disadvantaged students on the Next Generation MCAS exams (Boston Latin HS, Latin Academy HS, Lexington HS, Belmont HS, Millis HS). For grade 9, 82% of our students scored proficient or advanced on the 2019 Science, Technology, and Engineering (STE) MCAS exam, again exceeding the state average. 2019 saw 112 Millis High School students taking Advanced Placement courses, the highest number in the school's history. Seventy-six percent of Millis High School students who took AP classes scored 3 or above on their exams. Millis High School's overall participation rate in AP courses and exams was over 31%, making it one of only 20 high schools in Massachusetts with a participation rate of over 30% and a passing rate (a score of 3 or above) of over 70%. Forty-six percent of the Class of 2019 took and passed an AP course at some point during their high school career. Millis High School students continue to challenge themselves academically and achieve at exceptional levels.

Millis High School individual students received state and national recognition for academic achievement during 2019. Molly Andrews and Alexi Vaillancourt of the Class of 2020 were recognized as Commended Students by the National Merit Scholarship corporation



**Commended Students Molly Andrews
and Alexi Vaillancourt of the Class of 2020**

for finishing in the top 3% of the 1.6 million students nationwide who took the PSAT. Twenty-four members of the Class of 2019 received John and Abigail Adams Scholarships for their outstanding performance on the Spring 2018 MCAS tests. Thirty Millis High School students were recognized as AP Scholars by the College Board. Vivian Hurwitz, Rose Kohler, Sofi

Murray, Anna Pasquantonio, Madeline Pudelka, and Georgia Riordan of the Class of 2019 and Olivia McClary of the Class of 2020 qualified for the AP Scholar with Distinction Award by earning a score of 3.5 or higher on all AP exams taken and scores of 3 or higher on at least five exams. Declan Butler, Lily Denman, Ryan Jubb, Caroline Lebak, Het Patel, Jade Shockley, and Shannon Welch of the Class of 2019, and Stella Rubalcaba and Alexi Vaillancourt of the Class of 2020, qualified for the AP Scholar with Honor Award by earning an average grade of at least 3.25 on all AP exams taken, and grades of 3 or higher on four or more of these exams.

Adrianna Arquijo Gutierrez, Kweku Ashiagbor, Madeline Comiskey, Abigail Doyle, Carter Howley, Maya Hurney, Joseph Johnston, Jessica Krauss, Emma Nichols, Kaitlyn Stallings, Maggie Stefanowicz, and Elina Tavares of the Class of 2019, and Hailey Lederer and Jacquelyn Welby of the Class of 2020 all qualified for the AP Scholar Award by completing three or more AP exams with grades of 3 or higher.

In co-curricular activities, Millis High students were recognized in a wide variety of fields. Adriana Gutierrez Arguijo of the Class of 2019 received a Boston Globe Scholastic Art and Writing Gold Key with her photograph, “Patience in Madrid,” which was published in the Boston Sunday Globe. Television Production students continued to excel with Josh White of the Class of 2019 and Hadley McPhee of the Class of 2020 recognized with top five awards for their submissions to the Salem Film Festival. “Crushing It” from directors Morgan Kane of the Class



of 2019 and TJ Hourigan of the Class of 2020 and starring Maura Fagan of the Class of 2021 was winner in the Ciné Student Film Festival. Once again, Millis High School’s newspaper, The Mohawk Post, received Superior Achievement recognition from the New England Scholastic Press Association. Millis High School’s delegation to the Youth in Government conference at the State House in Boston once again earned Premier Delegation status. The Millis High School Chorus finished in first place at the 6 Flags Music in the Park competition.



Millis High School Original Music Concert

Extracurricular activities continue to be a vital part of Millis High School. For the 2019-2020 school year, student clubs and activities include ACS Chemistry Club, Amnesty International, Art Club, Big Sisters, Common Ground, Debate Club, Drama Club, Gaming Club, High School Book Group, Jazz Ensemble, Leo's Club, Marketing Team, National Honor Society, Peer Leaders, School Library Teen Council, School Newspaper, STEAM Society, Students Against Destructive Decisions (SADD), Student Council, Terpsichore (Dance Club), and Yearbook. Over 80% of our students are involved in at least one extracurricular activity with many involved in multiple clubs. These clubs and activities reflect the varied interests and diversified talents of our students and staff.



Millis High School Youth and Government Club

Millis High School continues to explore opportunities for our students to expand their interests and horizons. Once again in 2019 the Millis Counseling department organized the “Small School Big Futures” conference. Millis High students were able to attend workshops facilitated by business and career experts, explore a variety of careers in the career fair, and make connections for job shadowing and internships.



MHS students at Small School Big Futures Conference

Millis High School also hosted a Health and Wellness Fair which brought community members from the health and wellness spheres to help our students learn about everything from nutrition to exercise to mental health. This interactive day included workshops, speakers, and activities. Once again, Millis students were able to make connections with classroom learning and the world outside.



Millis Students engage in Health and Wellness Fair

Millis students also experience the world. In April of 2019, some students traveled to Costa Rica and others to the Netherlands as part of school trips. These trips allow participants to learn about other cultures and expand their worldview.

2019 saw improvements in the school's auditorium, gymnasium, and library. These were made possible as a result of community support. Millis High School truly appreciates the Millis community's dedication to its schools and students.

Respectfully submitted,

Robert Mullaney
Principal

The Millis High School Council for the 2019-2020 school year is as follows:

Principal	Robert Mullaney
Teacher	Riley Dunn
Parents	William Balboni, Brandy Chetsas
Students	Bretton Kohler Janie Pasquantonio



Members of Millis High School Class of 2019

Millis High School's Class of 2019 consisted of 97 students. Ninety-two percent of the graduates are continuing their education. Eighty-three percent are attending four-year colleges, 9% are attending two-year schools, 6% are entering the workforce, and 2% were undecided at the time of graduation. Below is the Millis High School Class of 2019:

Benjamin Adams
 Nicolas Alger
 Adriana Gutierrez
 Gavin Arthur
 Kweku Ashiagbor
 Evelyn Boyle
 Taylor Burgess
 Declan Butler
 Thomas Castagna
 Vanessa Ciasullo
 Abigail Clark
 Madeleine Comiskey
 Meghan Cullen
 Connor DeMarco
 Lily Denman
 Riley Donovan
 Abigail Doyle
 Christopher Edwards
 Sami Elias
 Thomas Fallon
 River Farrell
 Joshua Ferrantino
 Andrew Finley
 Tyler Gelasco
 Lucas Goncalves
 Elizabeth Green
 Emily Hall
 Grace Harrington
 Sara Harrington
 Elizabeth Hayes
 Julia Hinkley
 Logan Hornbeck

Carter Howley
 Maya Hurney
 Vivian Hurwitz
 Jenna Jarosz
 Joseph Johnston
 Ryan Jubb
 Morgan Kane
 Samuel Kaslosky
 Sheeza Khan
 Rose Kohler
 Irini Koronios
 Jessica Krauss
 Catherine Lane
 Joseph LaVita
 Trinh Lazare
 Caroline Lebak
 Samantha Lewis
 Michael Lund
 Katherine Maloney
 Stephen Melia
 Katherine Miga
 Brooke Moriarty
 Ciara Moynihan
 Jacquelyn Mullally
 Sofi Murray
 Ryan Nelson
 Emma Nichols
 Meghan O'Brien
 Kristin O'Dowd
 Emily O'Gara
 Andrew O'Reilly
 Hayden Olmsted

Anna Pasquantonio
 Het Patel
 Thiago Piazzarollo
 Aidan Polimeno
 Madeline Pudelka
 Murrell Quashie
 Kyle Quinzani
 Renee Reggio
 Julia Ricci
 Georgia Riordan
 Cameron Rodriguez
 Cody Rossi
 Kyle Ryder
 Peter Sanchioni
 Tess Sanchioni
 Sara Schildwachter
 Madison Schofield
 Alexis Shepard
 Jade Shockley
 Jonathan Skelly
 Kaitlyn Stallings
 Maggie Stefanowicz
 Brittany Sullivan
 Elina Tavaréz
 Shannon Welch
 Cheyenne Whelan
 Josh White
 Zachary Whooten
 Kyle Wilcox
 James Works
 Alexis Wright
 Marina Yasuna

MILLIS HIGH SCHOOL CLASS OF 2019 AWARD WINNERS AND SCHOLARSHIP RECIPIENTS

MEDALS	
Valedictorian Award	Rose Kohler
Richard Pixley Memorial Salutatorian Award	Vivian Hurwitz Madeline Pudelka
Art Award	Adriana Arguijo Gutierrez
Band Award	Carter Howley
Chorus Award	Maya Hurney
English Award	Rose Kohler

Mary K. Galvin Award	Caroline Lebak
Math Award	Kaitlyn Stallings
Physical Education Outdoor Pursuits Award	Christopher Edwards Meghan O'Brien
Physical Education Fit for Life Award	Anna Pasquantonio Jonathan Skelly
Science Award	Caroline Lebak
Spanish Immersion AP Award	Lily Denman
Spanish Non-Immersion AP Award	Vanessa Ciasullo
Student Council Award	Katherine Miga
Technology Award	Ryan Jubb
TV Production Award	Adriana Arguijo Gutierrez
U.S. History Award	Lily Denman
President's Gold Award For Educational Excellence:	Nicolas Alger
	Kweku Ashiagbor
	Evelyn Boyle
	Declan Butler
	Vanessa Ciasullo
	Abigail Clark
	Madeleine Comiskey
	Meghan Cullen
	Connor DeMarco
	Lily Denman
	Riley Donovan
	Abigail Doyle
	Andrew Finley

	Elizabeth Green
	Adriana Arguijo Gutierrez
	Emily Hall
	Carter Howley
	Maya Hurney
	Vivian Hurwitz
	Joseph Johnston
	Ryan Jubb
	Morgan Kane
	Rose Kohler
	Irini Koronios
	Jessica Krauss
	Joseph LaVita
	Caroline Lebak
	Stephen Melia
	Katherine Miga
	Brooke Moriarty
	Ciara Moynihan
	Sofi Murray
	Emma Nichols
	Kristin O'Dowd
	Emily O'Gara
	Andrew O'Reilly
	Anna Pasquantonio
	Het Patel
	Madeline Pudelka
	Kyle Quinzani

	Renee Reggio
	Julia Ricci
	Georgia Riordan
	Tess Sanchioni
	Madison Schofield
	Jade Shockley
	Jonathan Skelly
	Kaitlyn Stallings
	Maggie Stefanowicz
	Elina Tavarez
	Shannon Welch
	Cheyenne Whelan
	Kyle Wilcox
	Alexis Wright
	Marina Yasuna
President's Silver Award For Educational Excellence:	Taylor Burgess
	Christopher Edwards
	Sami Elias
	Thomas Fallon
	River Farrell
	Tyler Gelasco
	Grace Harrington
	Sara Harrington
	Jenna Jarosz
	Catherine Lane
	Trinh Lazare
	Samantha Lewis

	Jacquelyn Mullally
	Hayden Olmsted
	Aidan Polimeno
	Sara Schildwachter
	James Works
Spanish Immersion Diploma from the Spanish Ministry of Education	Adriana Arguijo Gutierrez
	Declan Butler
	Madeleine Comiskey
	Lily Denman
	Abigail Doyle
	Ryan Jubb
	Trinh Lazarre
	Sofi Murray
	Emma Nichols
	Meghan O'Brien
	Kristin O'Dowd
	Anna Pasquantonio
	Madeline Pudelka
	Kaitlyn Stallings
	Elina Tavarez
SCHOLARSHIPS	
Millis Teacher's Association Scholarship	Abigail Doyle
Morris C. and Judith Mushnick Memorial Scholarship	Rose Kohler
James & Margaret Tabarani Scholarship	Renee Reggio
Pauline L. Smith Medical Services Scholarship	Het Patel

Attorney Peter J. Kenney Memorial Scholarship	Madeline Pudelka
Frank L. “Lorry” McDonough Scholarship	Carter Howley
Dexter M. Gould Scholarship	Katherine Miga
The William and Sylvia Vellante Memorial Scholarship	Nicolas Alger
G.R.I.T. Scholarship #1	Kweko Ashiagbor
G.R.I.T. Scholarship #2	River Farrell
G.R.I.T. Scholarship #3	Joshua Ferrantino
G.R.I.T. Scholarship #4	Grace Harrington
G.R.I.T. Scholarship #5	Sara Harrington
G.R.I.T. Scholarship #6	Jessica Krauss
G.R.I.T. Scholarship #7	Catherine Lane
G.R.I.T. Scholarship #8	Caroline Lebak
G.R.I.T. Scholarship #9	Madison Schofield
G.R.I.T. Scholarship #10	Alexis Wright
Millis Police Scholarship #1	Kristin O’Dowd
Millis Police Scholarship #2	Nicolas Alger
Clay and Michael Larcom Scholarship	Declan Butler
Bab-Far Equipment Corporation Scholarship #1	Caroline Lebak
Bab-Far Equipment Corporation Scholarship #2	Tess Sanchioni
Bab-Far Equipment Corporation Scholarship #3	Alexis Wright
Diane Hatch Memorial Scholarship	Riley Donovan
Middlesex Savings Bank Scholarship	Jessica Krauss
The Novick Family Scholarship	Georgia Riordan
Dominic E. Luppino Memorial Scholarship	Abigail Doyle
Stone Family Scholarship	Alexis Wright

Millis School Committee Scholarship	Riley Donovan Andrew O'Reilly
Mohawk Pride Boys Basketball Scholarship	Nicolas Alger
Niles Rosenfeld Memorial Scholarship	Het Patel Maggie Stefanowicz
Dr. George C. Roy Student Council Scholarship	Kweku Ashiagbor
Nicholas Diamandis Memorial Scholarship	Brooke Moriarty
The Warsofsky Memorial Fund	Anna Pasquantonio
Jack Warsof Memorial Scholarship	Lily Denman
Aram Karoghlanian Tennis Scholarship	Kaitlyn Stallings
Friends of the Millis Public Library	Sofi Murray
Millis Garden Club/Ken Nichols Scholarship	Shannon Welch
The Class of 1969 Scholarship	Andrew O'Reilly
Boggestowe Fish and Game Club Scholarship	Vanessa Ciasullo Chayenne Whelan Shannon Welsh
Amvets Post 495, Village Street, Millis MA Scholarship and Amvets Ladies Auxiliary Post 495 Scholarship	Nicolas Alger Abigail Clark
Ed Winiker Scholarship	Vivian Hurwitz
V. Gayle Kendall Scholarship #1	Georgia Riordan
V. Gayle Kendall Scholarship #2	Vivian Hurwitz
Millis Lions Club Scholarship #1	Jessica Krauss
Millis Lions Club Scholarship #2	Madeline Pudelka
Millis Lions Club Scholarship #3	Kaitlyn Stallings
Millis Youth Baseball Scholarship #1	Stephen Melia
Millis Youth Baseball Scholarship #2	Joe Johtnson

Millis Girls Softball League Scholarship	Cheyenne Whelan
Alyssa Gagne Memorial Scholarship	Vanessa Ciasullo
Professional Firefighter's of Millis Local 4704 Scholarship #1	Nicolas Alger Aidan Polimeno
Democrat Town Committee Scholarship	Jessica Krauss
Millis Booster's Club Scholarship	Adrianna Arguijo Gutierrez Abigail Clark Tommy Fallon
Millis Teacher's Association Scholarship	Abigail Doyle
Janice E. Norton Music Scholarship	Carter Howley
Coach Ernie Richards Memorial Scholarship	Thomas Fallon
Dominic E. Luppino Memorial Scholarship	Abigail Doyle

SEALER OF WEIGHTS AND MEASURES

To the Honorable Board of Selectmen
and the Residents of Millis:

The following is the Annual Report for the Sealer of Weights and Measures for calendar year ending December 31, 2019.

Measuring devices tested and sealed as required by
Massachusetts law:

Weighing Devices	57
Liquid measuring meters (in motor fuel pumps)	57
Linear measures (yardsticks and tape measures)	3
Bottle refund machines	5
Price accuracy (scanning system) inspections	4
Other inspections and tests (packaged grocery Items etc.) for weight and marking	80

Respectfully submitted,

W. James Allshouse

Sealer of Weights and Measures

Report of the Treasurer

The following is the Treasurer's Report for the year ending December 31,2019.

Library Trust Funds	\$	71,050.20
Griswold Trust Fund	27,653.40	
Ida & Joe Warsofsky Endowment	10,702.45	
George W. Wolvert Fund	4,149.26	
C. Wesley Emerson Library Memorial	321.19	
Sibbel Purdy Memorial Fund	2,062.14	
Richard A. Housely Memorial Fund	11,120.51	
Jack Warsof Endowment Fund	15,041.25	
Other Trust Funds	\$	2,278,229.92
Conservation Commission Fund	12,265.21	
Cemetery Fund	144,319.22	
Stabilization Fund	1,921,549.19	
Scholarship Trust Funds	200,096.30	

Cash in the custody of the treasurer by purpose, is as follows:

<u>Purpose</u>	<u>01-Jan-19</u>	<u>31-Dec-19</u>
Depository & Checking Accounts	4,132,367.39	4,072,486.98
School Agency & Lunch Accounts	214,207.34	251,063.55
Investment Accounts	18,543,459.80	8,087,377.78
Other Post Employment Benefits Fund	157,671.48	183,042.79
Revolving Accounts	59,211.68	59,590.86
Playground Project	22,264.69	22,320.41
Trust Funds & Scholarship Accounts	457,102.02	542,980.88
Stabilization Funds	1,833,486.41	1,921,549.19
Performance Bond (Escrow) Accounts	2,140.72	2,154.44
	\$ 25,421,911.53	\$ 15,142,566.88

Respectfully submitted,
Jennifer S. Scannell
Treasurer

Report of the Collector

Below is a schedule of collections for the calendar year ending December 31, 2019

Taxes Collected Including Interest: **\$ 24,776,799.41**

Current Year	Real Estate FY2020	10,700,726.08
	CPA FY2020	81,436.49
	Personal Property FY2020	228,122.77
	Real Estate FY2019	11,741,847.40
	CPA FY2019	88,665.05
	Personal Property FY2019	259,111.72
Prior Years	Real Estate	200,839.27
	CPA	1,357.24
	Personal Property	702.79
All Years	Tax Title	92,654.71
Current Year	Motor Vehicle Excise 19	1,287,878.79
Prior Year	Motor Vehicle Excise 18	84,740.80
Other Years	Motor Vehicle Excise 00-17	8,716.30

Other Collections Including Interest: **\$ 3,549,017.25**

Water Charges Collected	1,054,066.24
Sewer Charges Collected	1,164,663.51
Water/Sewer Capital Assessment	417,301.41
Sewer/Septic Betterments	71,994.31
Water/Sewer Liens	60,938.05
Stormwater Charges Collected FY2019	163,005.95
Stormwater Charges Collected FY2020	565,420.38
Stormwater Liens	155.06
All Penalties, Charges, & Fees	51,472.34

Total Collections - All Types **\$ 28,325,816.66**

Respectfully submitted,
Jennifer S. Scannell
Collector



MILLIS VETERANS' SERVICES OFFICE 2019

Veterans/Family Members Assisted (State/Federal Applications, VA Appeal Letters, Access to VA Healthcare, Bonus Applications, G.I. Bill Benefits, etc.)	81
Veterans on Chapter 115 (as of 12/31)	6
Chapter 115 Pending	0
Burial Benefits Provided (Assistance with Federal Process)	6

In 2019, Millis was proclaimed a **"Purple Heart Community"** joining other Massachusetts cities and towns. Becoming a Purple Heart Community pays tribute to U.S. service members who have been injured or killed in combat and is also meant to demonstrate the community's support for veteran-related legislative initiatives. The Purple Heart is awarded to those who have been wounded or killed in action while serving in the Armed Forces. The Purple Heart is also the oldest American military combat decoration, established by General George Washington during the American Revolutionary War. Mr. Robert Yeager, Commander of American Legion Post 208, spear-headed this effort and a deserves a special thanks for facilitating our town's distinction.

The Veterans' Services Office continued to be an approved Veterans Administration Work Site for Student Veterans to perform Work Study hours. We expanded our knowledge of the VA claims process and therefore have helped more Veterans, Dependents, Widows/Widowers access Federal Assistance. Additionally, we received authorization to process Salvation Army Grocery Vouchers and help the hearing impaired receive phones through CapTel (Captioned Telephones). We still continue to enjoy a close relationship with our First Responders and local National Service Organizations; American Legion Post 208 and American Veterans Post 495!

Website and Communications Committee Report

As one of the newest committees in the town of Millis, we are pleased to submit our first year-end report.

Our **goal** is to strategically develop the town website, **millis.org**, into the most effective possible tool for communication with current residents, prospective residents and potential business owners.

In our first year, we have largely focused on two aspects of this:

- To review the town's use of CivicPlus as website vendor in comparison with other possibilities.
- To examine and implement ways to better use the website to share important information, such as meeting notices and town news updates. We also want to better use the site to visually display life in Millis through quality photography.

As our committee got started, we were required to act quickly in response to a notification from CivicPlus that the town's website had to be switched to a new operating platform due to the retirement of the old platform. We were presented with a tight deadline to make the switch, with little time to adjust and train Town Hall staff during summer vacation season, but successfully managed the transition. The town's website is now on a more attractive and modern template.

Despite some dissatisfaction with the handling of this transition, we have recommended that the town retain CivicPlus as the website vendor. Outside of this issue, CivicPlus has provided Millis with reliable service, and other towns in our area that use CivicPlus also report no issues with the company. CivicPlus is an experienced municipal website provider serving many communities in Massachusetts and New England.

The second part of our focus -- how to use the website to better communicate town news and display photos -- is our top priority heading into 2020. We continue to discuss ways to strengthen the content on the website, as well as policies to guide what we will post and how. We would also like to reach out to the community so the opinions of Millis residents can be incorporated into potential improvements.

We would like to thank Pete Jurmain for sharing IT advice and perspective; Town Manager Michael Guzinski for attending some of our meetings and sharing his input with us; and the Town Hall staffers who post materials to the website for their flexibility, patience and assistance.

Sincerely,
Kurt Blumenau, Chairman
Eli Jacobson, Vice Chairman
Linda Stetson, Secretary
Loring Barnes Edmonds
Matt Iorlano (*appointed January 2020*)

Zoning Board of Appeals 2019

119 Acorn Street – Approved a finding to allow for the demolition of the old house and the building of a new house.

75 Irving Street – Approved a finding to add a dormer to the second-floor protruding 30' on the right side along with a 8 ft. by 11 ft. deck with stairs.

260 Orchard Street – Applicant withdrew application an Accessory Family Unit.

349 Village Street – Approved a variance for a panel fence not to exceed 8' 6" ft.

411 Orchard Street- Denied – Special Permit to operate a kennel.

413 Union Street - Approved - Modular building unit.

1475 /1485 & 1512 Main Street – Approved a variance and special permit for the construction of two commercial buildings.

1575 Main Street – Approved variances and special permits for construction of a temporary parking area.

0 Orchard Street/Evergreen Terrace & 0 Beech Street – Approved - a variance for the construction of one single-family dwelling.

177 Plain Street – Approved - a finding to add a two car garage.

25 Forest Road – Approved a variance to build a new garage.

1375 Main Street – Approved a front yard setback variance for a proposed solar parking lot canopy.

972 Main Street – Denied an appeal for a Special Permit to use the existing structure as a Massachusetts State Vehicle Inspection Station.

34-36 Exchange Street – Approved a variance to allow parking within 20 ft. of a side lot line; to allow the parking within 15 feet of the front lot line at 30-32 Exchange Street; and to allow the reconfiguration of existing non-conforming parking and driveway at 34 -36 Exchange Street.

75 Irving Street – Approved a finding to add a dormer to second floor.

SPECIAL PERMIT RENEWALS
2019

Baker, Stephen, 43 Bullard Lane, Approved, Accessory Family Unit.

Brown, Robert and Pamela, 244 Exchange Street, Approved, In-Law Apartment.

Brynczka, Christopher & Rachael, 219 Orchard Street, Approved, Accessory Family Unit.

Cofer, John I., IV, 1 Rose Road, Approved, In-Law Apartment.

Diotalevi, Penny, 15 A Dyer Street, Approved, Accessory Family Unit.

DiPaola, DVM, Jeffrey, 825 Main Street, Approved, Veterinary Hospital.

Durand Brian, 171 Farm Street, Approved, Accessory Family Unit, Property.

Elbery, Donna, 47 Railroad Avenue, Approved, to be allowed to house cats/kittens awaiting adoption.

Ellen Realty Trust, 1575 Main Street, Approved, Map #21, the construction of a temporary parking area.

Furry, Mary Susan, c/o Harlan Ketterling, 194 Ridge Street, Approved, to keep Livestock.

Flaherty, Robert and Betty, 30 Bow Street, Approved, In-law Apartment.

Gagne, Amy and James, 37 Exchange St. Approved, Two residential apartments and commercial space.

Guthrie, Kendra, 2 Chelsea Way, Approved, In-Law Apartment.

Gonzalez, Betsy C, 4 Ryan Road, Approved, In-Law Apartment.

Hansen, Kathleen Hanson ,7 Alma Road, Approved, Accessory Family Unit.

Hiler, Cari Leah, DVM, 1175 Main Street, Approved, Veterinary Hospital.

Hopkins, Gerard and Robin 7 Southwoods Circle, Approved, In-Law Apartment.

Jonson, Sabine, 7 Pleasant Street, Approved Amendment to change the operating hours.

Johnson, Sabine, 7 Pleasant Street, Approved Special Permit, to allow for a name change.

Keenan, Walter, 5 Windcrest Lane, Approved, In-Law Apartment.

Kramer, Kenneth, 101 Spring Street, Approved Special Permit for baking custom cakes.

Kubacki, Helen R, 22 Middlesex Street, Approved, Handcraft Classes.

Luppino, Richard, 128 Norfolk Rd, Approved, In Law Apartment.

Lynch/McCaronJudith, 106 Forest Rd., Approved, Keeping of four horses.

Martin, 590 Main Street, Approved, Accessory Family Unit.

Martino, 7 Rose Road, Approved Accessory Family Unit.

Merit Hill Capital, 1475/1485 and 1512 Main Street, Approved, Special Permit for the construction of two commercial buildings.

MacInnes William , 78 Island Street, Approved, Accessory Family Unit.

Maltinsky, Nathan and Christine, 431 Exchange Street, Approved, In-Law Apartment.

Millis Animal Hospital, 1175 Main Street, Approved, Animal Hospital.

Nicholson, Richard, 8 Saratoga Terrace, Approved, In-Law Apartment.

Nolan, Tracy & Todd, 34 Pollard Drive, Approved, In-Law Apartment.

Picklesmier, Dorman and Claudette, 183 Farm Street, Approved, to stable two horses.

Pitt, Janet, 1365-1367, Approved, to operate a dog day care, grooming and boarding business.

Smith-McCarthy, Jennifer, 14 Independence Lane, Approved, In-Law Apartment.

Squier, John, 32 Pollard Drive, Approved, In-Law Apartment.

Sullivan, Robert, 310 Village Street, Approved, Accessory Family Unit.

Tobin, Nate and Noreen, 63 Island Road, Approved, Accessory Family Unit.

Toll Bros, Inc., 84 Orchard Street, Approved Special Permit.

Vogt, Angela, 280 Ridge Street, Approved, Art Classes.

Wainwright, Charles, 165 Farm Street, Approved, Accessory Family Unit.

Wassell, Deirdre, 34 Village Street, Approved 3 hens.

Williamson, Lois Anne, 68 Bullard Lane, Approved, Private Nursery School.